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| ***Central Montessori PTSA Meeting Minutes October 10, 2013*** | |
| **Attendees:** Jessica Matyi, Trish Espinoza, Jody Sanderson, Julie Roff, Scott Manni, Kim Robertson, John Bodine, Carolyn Carr Latady, Kelly Lessman, Tina Sparby, Nikki Theisen, Angela Lundblad, Jeremy Holcomb, Briana Sykora | |
| **Topic** | **Presenter** |
| * Welcome & Introductions | Trish Espinoza |
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| **Principal’s Report** | Kelly Lessman |
| * Presented Positive Happenings (CME, ALC, Steps) to the School Board at the Oct 3rd meeting   + Every month a different building has 10 minutes to share something with the board   + Used a video to effectively use time to highlight CLC * Teacher conferences are next week M/T/W   + Will see a “blackboard” email soon * Gosiak’s room won 1st place for the decorate the door contest |
| **President’s Report** | Trish Espinoza |
| * Fall Conference/Teacher Meals October 14-17   + Julie Roff – Monday meal should be set, still need food for Tuesday, Wednesday is usually left-overs   + Staff count is 10-12 people for purposes of things like this * Wish List Update   + Some discounted end of season supplies were purchased already with PTSA funds.   + Wish tree will be posted by Jessica Matyi over by the whale mural; parents can take notes and bring supplies in to office * KidsStuff Coupon Books – books went home yesterday. Due back 10/22. Teachers have received their free book. Any funds turned in early will go to office and will be picked up by Angie Lundblad daily. |
| **Treasurer’s Report** | Jody Sanderson |
| * Financial Update   + Bank Transfer in process to Lakes Area     - $10,500 transferred. $10,000 put into savings account, currently a money market account earning interest. We can change at any time if the balance needs to drop below $2,500. $500 put into checking account. There are no fees. Online banking will also be set up.     - Will need to order checks, but the bank prices were very high so shopping online to find a better deal.     - Will need to order a few Deposit only “stamp” & will check into bank recommendations on whether to include account number     - TCF will be closed and all funds transferred as soon as all these pieces are in place. * Insurance was paid and increased insurance to cover medical. * Membership dues need to be collected and sent to the state by 12.1. |
| ***Committee Reports*** | |
| * Art Adventure   + Theme is “Dressed for the Occasion”   + Volunteers: Angie Lundblad is the coordinator; Jessica Matyi and Tina Rehbein are additional picture people; looking for additional volunteers to help with classroom activities   + Targeting 2 events per classroom including plaster for 4-5-6, with some supplies from Laura Anton   + Plan to rent kits for later months next year | Angie Lundblad |
| * Art & Academic Expo   + Planning for some time in January to enable display of Art Adventure projects | Angie Lundblad |
| * Book Fair   + Books set up in the STRIVE room   + Volunteer update for Fall Book Fair – more than last year!   + Some Scholastic Dollars expire before the end of the month. Decision was made to order online for family fun day to ensure purchase posts before the credit expires (approx.. $200)   + Walk-a-thon winners (5 of them) each have $50 in scholastic bucks to spend in addition to $5 scholastic bucks that teachers can give to students | Julie Roff |
| * Box-tops, etc   + Jessica Matyi is taking over box-tops and prepared Oct shipment   + Check just arrived from last year | Jessica Matyi |
| * Build-a-Boat   + No update this week (this is a May/June event) |  |
| * By-Laws   + Julie Roff will type up from hard copy of prior version, making clerical edits as necessary   + Entire PTSA board will review before finalizing   + Must be sent in to MN PTSA in December   + Julie to give Kim Robertson electronic copy to post on the website | Trish Espinoza |
| * Communications   + Meeting Notices and Other Communications:     - Email reminders       * Jody Sanderson to send email to teachers and principal requesting parents receive reminders in regular school communications       * Kelly Lessman will send “email blackboard” reminders     - Paper reminders       * Recommendation to use a non-school color and always use the same color (so parents recognize that something is from PTSA) – Julie Roff to look into this       * ANY COMMUNICATIONS THAT NEED TO GO INTO THE FRIDAY FOLDERS MUST BE PRINTED AND HANDED TO TEACHERS BY FRIDAY MORNINGS – some items have been coming too late   + Newsletter:     - Trish Espinoza to send initial suggested content out by email     - Others can comment by email over next few days     - Julie Longtin is being asked to edit for grammar, formatting, content and flow     - Target is to send home in Friday folders the week after PTSA meeting, but this assumes Julie L is given sufficient time   + Website     - Noted link from CME Parents page still goes to old website – Kelly Lessman to contact Michelle Ulvin to see if we can get this updated     - Kim Robertson (who is maintaining website) asked for website feedback next time     - Forest Lake / Forest View website raised as a great example of a really interactive site   + Decision not to set up a Facebook site | All |
| * Fundraising/Playground Committee   + Shared several options for the space considering budget, usability, and the pending move   + Meeting attendees found several options to be appealing and agreed with Jessica’s proposal to allow the students to choose the final design once options were narrowed down to best few   + Teachers & staff will be asked to select options to be voted on   + NEED MORE TIME TO DISCUSS PLAYGROUND AT NEXT MEETING | Jessica Matyi |
| * STEM Outreach   + Will contact ‘The Bakken’ to set up a time for an electricity show – students are studying this now, so anytime this school year is OK   + Will email teachers to discuss best option for Kim Robertson and other parent volunteers to come into classrooms for STEM activity   + Plan to have STEM table at Family Fun Day again | Kim Robertson |
| * Walk A Thon   + No updates given today (this is a May event) | Trish Espinoza |
| * Yearbook   + ALC students will be creating as part of a 2nd semester class – Kelly Lessman will act as the liaison   + Pictures can be provided on a disc or flash drive to Kelly Lessman   + Need a CME parent to coordinate ordering of yearbooks – Julie Roff may be up for this | TBD |
| ***MISC.*** | |
| Peanut butter and tree nuts are OK in the lunchroom. District procedure in place to ensure no cross-contamination. |  |
| ***NEXT MEETING: November 21, 2013 (early due to MEA)*** | |

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| ***Committee:*** | ***Chair:*** | ***Helpers:*** |  |  |  |
| ***Art & Academic Expo*** | Angie Lundblad |  |  |  |  |
| ***Art Adventure*** | Angie Lundblad | Tina Rehbein | Jessica Matyi |  |  |
| ***Book Fair*** | Julie Roff |  |  |  |  |
| ***Box Tops/Labels*** | Jessica Matyi |  |  |  |  |
| ***Build A Boat*** | Trish Espinoza |  |  |  |  |
| ***By-Laws*** | Julie Roff |  |  |  |  |
| ***Communications*** | Julie Longtin |  |  |  |  |
| ***Family Fun Day*** | Nikki Theisen |  |  |  |  |
| ***Fundraising/Playground*** | Jessica Matyi |  |  |  |  |
| ***Ham Bingo*** |  |  |  |  |  |
| ***STEM Outreach*** | Kim Robertson |  |  |  |  |
| ***Walk-A-Thon*** | Trish Espinoza |  |  |  |  |
| ***Yearbook*** |  |  |  |  |  |