

# Trinity PTO General Meeting Minutes

November 13, 2018

6:30 – Welcome – 19 people present

6:31 – Prayer

6:32 – Approve Previous Meeting Minutes (September)

- Correction made to Amy Sandy's last name. From Sande to Sandy
- No other corrections noted. Motion to approve, second, approved

6:36 – Principal's Report

- 1 family left the school
- A few tours in the last month
- Accreditation went smoothly, will hear on results in 30 days, all 3 elementary principals are a great team
- Surveys from parents – shared some results with staff including high and low points, will inform when complete
- Multiple goals: Testing data, Engagement, Technology, Culture – build positive culture in first 6 months – lots of positive feedback – my door is always open
- Lots of funding requests, “big ticket” item funding request – will report to staff
- Linda Nelon last day of employment is tomorrow (11/14) Multiple applications that have come through to backfill
- Tracy Boehm leaving but Cavanaugh is coming back

6:40 – Treasurer's Report

- \$213 for classroom parties so far
- reimbursement forms should go into the basket by the school door – inside office
- Income
  - Cherrydale totals – Just under \$7,000
  - Pizza Ranch - \$452
  - Toolbox - \$600
- Just over \$30,000 in the PTO account
- 1 major fundraiser left

6:43 – Events Committee Report

- Donuts with Dad is the next event – 7:30-8:10am – Family Fare donuts 500 ct (\$250)
- Family Fun Fare – first planning meeting with subcommittees (ideas) November 7. Next meeting is after Thanksgiving, general announcement with themes for baskets given to room parents
- Christmas Program – December 18. Possibly ask Holy family Bookstore to have a table for possible gifts, possibly with kids receiving gifts for holy communion, confirmation, gifts for the classroom, reached out to Hurley's and they are declining to participate

6:45 – Staff Appreciation Committee Report

- October - food for teacher conferences went over well – possibly offering coffee the following morning
- Plastic totes for teachers with goodies
- Idea for every month
- Event in October at Leelah Lavender's – gift cards given away and other items, everyone had a good time, didn't cost the PTO anything

6:48 – Teacher Report – Kindergarten

- Zimmerman, Bucholz, Saylor, - First field trip in September at fire station, Second at pumpkin patch, Third at MSUM play
- Curriculum – December assessments, we will be pulling kids to assess for report cards
- Christmas program and Fill the Dome
- Writing is being pushed, especially story writing
- Preparing for Advent season and for the birth of Jesus
- Looking into doing a service project “we can own” – possibly working with Belcourt and asking what sort of specific requests they may need – could be fun but purposeful for their needs

## 6:51 – Coffee Fundraising – Greta Garcia – Nodak Coffee Roasters

- James Pattison – started his coffee company to give back.
- Fundraising eliminates kids having to ask for money.
- 30% of the sale goes to school. 1 lb is \$15.
- Sell product at Scheels, cost is \$10.
- Can be flexible with selling and can be sold to all schools (within the network).
- Potentially replace or in addition to current fundraising
- Roast their coffee on Friday, deliver on Monday
- 15 flavors
- Can do 1-2 specialty brands
- Expected earning potential? – Doubled sales every week since we started

### Questions and Comments

- How many pounds per family do you sell? – Hard to say, holidays are more
- What's the commitment? No bare minimum, no risk on our part
- Are we allowed only 2 major fundraisers? – Correct
- How often is profit check sent? Bi-weekly at least
- Is this something we (school) could brew ourselves to test run/get the name out there?
- Network or school limit on fundraisers? – Network sanctioned number
- Seasonal blends? – Fair trade, from many different countries
- Comment – Ask ourselves is this something that could bring in \$10k? I don't know but would like to see other proposals? Possibly in the fall?
- Comment – Working on fundraising idea, Will discuss at December Executive Board meeting

Motion to table any decision on the coffee fundraiser to the Executive Board meeting in December. Second, passed.

## 7:10 – Mary Freund-Braun – Risers

- Need choral risers
- 4 major concerts for the year
- 120 kids at last concert, all squeezed in, cannot discuss concert etiquette, no room to breathe,
- Borrowed risers from Holy Spirit 3 times – had to rent a UHaul for each move
- Holy Cross bought 3 risers which can be used with proposed new ones
- (Handout provided with proposals)
- Proposing 5 riser – optimum
- 4-5 weeks for delivery

### Questions and Comments

- How many children can fit on a riser? 2 sections of kids on
- Would 8 risers (5 new plus 3 from the church) give you enough room? – Yes
- How many were used at the Christmas concert? 6
- How many would we need to buy so that we wouldn't have to borrow from Holy Spirit? – 5
- What can we afford?
  - \$30k in bank, \$20k on hand pre-Fun Fair. Saying yes would put us at \$15k for next year carryover.
- Could we make this the big ticket item? Possibly
- Comment – this item has been posted on the patron saint program but no response.
- Comment – Investment for/in our school
- Comment – about \$7,100 for the entire purchase
- Comment – could possibly eliminate the shipping by picking up the riser if located in Minnesota
- What else do we have coming up for funds? PTO would be at \$10k if all funding requests are approved tonight
- Do we want to wait until the Family Fun Fair and then order the risers? We (PTO) have a good cushion even if we purchase.
- Comment - Before we approve I think we should hear all the other requests before spending the money on all five risers

- Comment – Can we get them for the Christmas concert and utilize right away? If not, can we step back and reassess after Family Fun Fair

7:32 – Explanation of submitted Funding Request Forms

\*MSUM Play \$1,500.00

Scherling Photo kickback is used for this. Wrote out the check and paid already. Proposing PTO sponsor this event. Network provides busing. Can we be reimbursed? Willing to forgo this reimbursement for risers. May be switching photographer to LifeTouch

\*Staff Appreciation \$900.00

Budget is \$1,000 - 30 staff, \$13/year for staff appreciation per person. Pies and cookies are nice but what about those who are single? We are trying to find an item for wide range of married/single staff. \$25/staff member. "\$25 gift card to their favorite place."

Questions and Comments

- Question - what do the non-Trinity teachers in the room think? Appreciation from Principal and parents is most appreciated. Teachers are not expecting anything from the PTO at Christmas time. Very generous offer, but would rather see items that would benefit the staff.
- Question – is there something else that is needed in the classroom? (no answer)
- Comment- it is good to know someone cares about them and know their needs are met (regarding staff appreciation). Some teachers get many thanks, some get very little.
- Comment – Funding should be greater for staff appreciation
- Comment – Always have room to grant more/extra for additional funding
- Question – is there anything being given to staff at Christmas? unsure at this time
- Comment – teachers have appreciated having a break at lunch
- Comment – could the committee possibly flush out the scope of the committee to see if funding should be increased

Kara Hagemeister – Requested a withdrawal of funding request. Will regroup to discuss an alternative.

\*Eco Tank Colored Printer \$376.88

Only colored printer in our school. This printer is recommended by the teachers. Uses actual ink in a bottle. \$7 for ink on Amazon. Will be housed in the office. Free for everyone.

\*Bunn Coffee Maker \$272.28

Keurig is broken and coffee pot that does not work. Bunn is commercial grade, has 2 pots but does not use pods.

\*New Flags \$180.00

Need an upgrade to the current flags, flags are too small for the flag poles as flags are supposed to be sized in proportion to the pole they are on. Also, they are worn out. \$65 for American 6'x10' \$200 for Vatican (5'x 8' \$90).

\*Fill the Dome Party \$50.00

Party for the Fill the Dome event

Comment – risers, fill the dome, MSUM Play - PTO cover. Printer, coffee maker should be covered by school

Comment – PTO could possibly pay for flags

Comment – will check with the "Flag Guy"

Motion to limit \$300 for purchase of new flags from PTO, second, approved  
Motion for MSUM as yearly event using PTO funds with 2018 reimbursement – second, approved  
Motion for PTO to support 2018 Fill the Dome party for up to \$50 – second, approved  
Motion to purchase 5 risers for the school – second, approved  
Motion for PTO to approve coffee maker, second, approved  
Motion for PTO to purchase the printer, second, approved

8:28 – Motion to adjourn, second, approved.