

Fieldstone Elementary PTO Meeting Notes



General Monthly Meeting
Monday, January 9th, 2023 at 6:30PM
Fieldstone Elementary School, East Commons

Principal's Report

Jeanette Aanerud

- The 2nd grade concert is coming up soon (Jan 24th).
- David LaRoche is with us some days this week and next week. Students are writing opinion this trimester. He introduces this to the kids and gets them writing. Teachers can then build on what David is teaching in their own classrooms. Jeanette would love to consider having him back sometime later this year if the budget allows. He costs about \$1,500/day. We'd need to schedule soon as he books up quickly.
- Conferences are on Feb 9th. Information will be sent home soon. There will be an early dismissal at noon on Feb 9th. It will be another flex schedule conference session like last time.
- Zoey Sassafras is the all-school book for this year (each student gets a book). Books will go home at the end of January.
- February 15th - we are bringing back Books for Breakfast
- There is a 5-day weekend at the end of February (with President's Day)
- The 3rd grade concert is March 2nd
- Support staff recognition.... State of MN has a week in January where they honor and recognize our support staff. It will be the week of Jan 23rd through 27th. Jeanette is requesting for \$111 for bagels during this week. Even though the week is for support staff, we'd do for all staff. Krista will fill out a request form to get the ball rolling on this
- Jeanette brought with reimbursement requests (2 sets). She said there are some going back to the summer. She will hang on to this most recent stack and provide the older ones to Kristen for processing. Once Kristen is able to get through those, she will provide the next batch.

Teacher Reports

- Teacher provided praise of David LaRoche. Said he sets the tone for the teachers. He adds the illustration piece into teaching. Today, he explained how, when he submitted his book, it took 6 1/2 years to get it published. He had to do many rewrites. It's great for students to hear this so, when they are asked to do re-writes from their teachers, the teachers can refer to this. It's real-world life experience. He catches writers and drawers. This is his 14th year working with us.
- The group discussed engaging 3rd grade and 4th grade teachers. Keep eyes and ears open about how we can support them and help them feel involved
- Received praise for United Streaming. Teachers advised it is embedded into the curriculum. Youtube is a struggle - it is often hard to find things, it is not always safe for students, ads pop up, etc.... This has a profound impact on their teaching.

Officer Report: Co-President

Krista Hall Gerten

YEARBOOK UPDATE:

We choose an online cost of \$16 to cover the service fee. There are almost exactly 600 students, so online will be the preferred method to reduce processing time for paper orders. There were some concerns about difficulty ordering online this year. We have a new vendor. Also, Krista and Jeanette will iron out details for the flyer so we can get it out ASAP. Orders will be due Jan

31st (as of now – may be subject to change depending on discussion). Link for the order form could be posted to Facebook, we could share the QR code, use Blackboard, etc.... Jostens had a firm date. Zahler is more flexible (who we are using this year). Likely have until mid-end of March to have completed. We want yearbooks delivered 2 weeks before last week of school ideally.

CHECKS

- Krista confirmed that a Culvers check was received in our PTO mailbox. They did deduct money for the stop check (\$35). Total was \$468.94 after the stop check fee was taken out.

- Krista confirmed a Box Tops check was also in our PTO mailbox (\$92.51)

PENNY WARS

Idea presented by Krista. Each grade has a jug collection in lobby. Gain by adding pennies and dollar bills (each has point value). Silver coins subtract from a grade. Winner got extra recess. STME earned \$4,200 from this. Per Jeanette: Past parent surveys express that they prefer one big fundraiser vs. many smaller ones. Booster is also coming up in March. At this time, will keep the idea as a possible future event.

Officer Report: Vice President

Lexi Jouppi

BANK UPDATE

Checkbook is good to go. Stacey approved Lexi for mobile deposits. Bank had previously locked Lexi's account. She can now get in, see bank, account number is viewable as well.

FIDELITY UPDATE

The Fidelity account was set up today by Lexi. Lexi sent log-in details to Kristen. Money will be deposited weekly. It takes 48 hours or longer for payments to show up in the system

AMAZON UPDATE:

The password is linked to a credit card. Need last 4 digits of a former card (Ray or Anne). The group believed Kristen may have Anne's old card. Lexi will follow up to confirm. Will try to get in that way.

DEPOSIT:

There was \$30 remaining to deposit for Penguin Patch that was in our PTO box. A student brought it home and the money was not collected. Lexi took to deposit.

Officer Report: Treasurer

Kristen Myers

- Kristen (not in attendance) confirmed via text with Keli on 1/9/23 that remaining t-shirt balance has been paid, as well as Penguin Patch. Any other remaining items to be paid require an invoice. Krista took reimbursements from Jeanette and said she'd pass on to Kristen.

Officer Report: Secretary

Keli Gerling

- Approval of December's meeting minutes

1st: Tierney Kreinert approved

2nd: Lexi Jouppi approved

EMAILS

- Keli confirmed she went through and sorted the 300+ emails in the Fieldstone PTO email inbox. Additionally, she archived some older emails and reorganized the folders/created subfolders. Please feel free to reorganize folders as needed. This was just an attempt to clean things up a bit, archive, etc....

HANDBOOK

- Keli advised handbook is still in need of discussion/final review by group – especially the positions/responsibilities. Now that we are a smaller group, we need to figure out where things make the most sense. Also, we have user/passwords that we need to confirm, also some financial/tax-related questions about who handles.

- Advised we could always consider moving special events (Kindness in Chalk, Book Bingo, and Pops in the Park) to a new Special Event Coordinator role that would allow us to get another board member in the group. For now, will review handbook and see if we can find someone to manage it (make sure it happens timely), but lean on the rest of the group so we can work together on it.

- Keli will upload the handbook to Google Doc (the Fieldstone PTO account) so members can review and make comments. The goal is, by the next meeting, everyone has reviewed and made comments so we can vote on a final handbook. Confirmed that this handbook would only be accessed by board members digitally.

Officer Report: Public Relations

Tierney Kreinert

WEBPAGE

- The site should be up and running hopefully next month. Tierney will be meeting with Lis soon (and hopefully Keli) to review the website and iron out more details. The group consensus was that we did not have a trademarked or copyrighted logo, so Tierney will create one to use.
- Group also discussed the possibility of adding a few extra features to the website. First, having another way to donate money (ex. Venmo). Group agreed this would be a good thing as long as there is no risk (ex. bank account getting hacked). Tierney will make a pros/cons list of different services. Craig and Lexi confirmed that Highland Bank has a QR code for donations. If we share that QR code, parents would be directed to a page where they can pay our PTO directly through the bank. Lexi will confirm with Stacey if there is any risk. Also, if it makes sense to create another account under our main account so donations are funneled to that fund instead of our main one (to decrease the risk of getting hacked).
- Group also discussed and agreed that adding a Fieldstone PTO Amazon Wishlist to the website would be great. That way, families can purchase items on our wishlist and donate to the school. We would add items to the wishlist that are in need such as hand warmers for paras, playground equipment, Battle of the Books, extra gloves/mittens/hats/boots, etc....

SOCIAL MEDIA

- Going forward, Tierney would like to create a content series. What does the PTO do? Why do we need you? What is a typical meeting like? We'd also have transparency in our funding, showing examples of where our money is going. The group liked this idea.

FUTURE MEETING FORMATS

- Group also discussed and liked the idea of offering a possible digital meeting format in the future for parents who may be unable to attend in-person. To be discussed more in the future

Fundraising Coordinator Report

Sarah Moylan

BOOSTER UPDATE

- Sarah and Krista met with Booster today. Our fundraising dates will be from March 16th through March 24th. Booster will be here on the first day (16th) for presentations. The remaining days, they will not be here, so we'll need PTO/volunteer participation to hand out prizes from the 17th through the 23rd. There will be classroom goals (ex. extra recess). The actual event will take place on March 24th. Pledges will be done online, similar to how APEX worked. Booster has given us a \$20,000 profit guarantee.
- The group decided on a Glow Run (to take place on the 24th)
- The group decided against t-shirts through Booster for various reasons (not liking the shirt selection, not wanting Booster to be the one to reach out to the community businesses, not wanting to get stuck paying out if we cannot fully cover cost of t-shirts. etc...). We will discuss the possibility of doing our own t-shirts. Possibly neon colors for certain grades/classes.
- Takeaway: Krista and Sarah will confirm what kind of video options are available to use during the times Booster is not here. Teacher advised it would be easy to show a quick video here and there when they have free time.
- What they need from us: What is our goal amount, what do we plan to do with the money, and class lists. We will brainstorm and discuss later this month as this information is due back to Booster soon

PENGUIN PATCH

- Kids were excited about it, but also concerns over the smaller amount of money we were able to keep for the amount of work that went in and the quality of the products. For next year, consider having our own event run by ourselves. We'd be able to keep a much greater amount of money and we could purchase the items on our own (better quality). Sarah would like to put together a Fundraising Committee to assist in planning. She will reach out to past volunteers who seemed excited about helping out.

FIRST DAY OF SCHOOL SUPPLIES

- We have a new rep. Sarah will communicate with them. Sarah will contact Rebecca and then Rebecca will reach out to staff to confirm lists. We do not get much money from this. We can consider charging one more dollar per kit if we want to fundraise a bit more money.

SPIRIT NIGHTS

- We have an upcoming Spirit Night at Space Aliens on Friday, Jan 20th. It has been a bit of a struggle to get communication timely, so we're still waiting on final details. No volunteers will be needed. Sarah is trying to work on something for February, but nothing yet. Culvers raised about \$450, but it required volunteers and it was a bit difficult to get volunteers (it was board

members). Chipotle was more in the \$200 range, but we can only do that once every 6 months or so. It seems to be that the spirit nights are either bring a flyer in and we get a percentage, or, you get a percentage of all sales, but they require volunteers.

COFFEE

- Can we look at the idea of doing a coffee spirit morning or day? Tierney will check with Dunn Brothers and Krista will check with the non-Coborns Caribou Coffee.

Volunteer Coordinator Report

Craig Kohout

- Nothing to share at this time

Staff Appreciation Coordinators Report

Keli Gerling & Tierney Kreinert

CONCERT FLOWERS

- For 2nd grade concert flowers, Keli's daughter will perform at 7PM and Tierney's son will perform at 6PM. Tierney will purchase flowers and bring to the 6PM showing/give to Jeanette. We will need 2 bouquets and keep within \$25.

I LOVE TO READ BOOKS

- Coordinators have confirmed grade-level reps with Jeanette and will be in touch shortly to reiterate what is needed from each teacher and when we need orders by. We will start ordering books later this month with the hope that a majority get delivered earlier in February. We will be giving grade level reps the option to either A) use a Google doc or B) have teachers fill out on paper and drop in our PTO box

- Keli will try to log onto the Scholastic website and enter new credit card information (as it may still be attached to an old card)

SURVEY

- Discussed the survey from the spring. Advised we'd like to do staff surveys on a somewhat frequent basis so that staff know that they are getting heard, we get new ideas, etc.... From the results in the spring, food trucks and food buffets were top. Also, break room improvements. If we have any leftover funding specific to staff (ex. overall general Staff Appreciation budget, leftover money from conference meal donations, etc...), could also spend on the break room. Staff have asked for a new microwave and an ice machine. We want to make sure money being donated specifically to the staff is used on staff.

Old Business

4TH GRADE PARTY

- There was talk of having a small popcorn party for the 4th graders as they helped with Penguin Patch and did a very nice job. There was also talk of the PTO potentially funding juice for the party. Sarah will email Jeanette to confirm if this is still happening. If so, would reach out to the PTO at that time to discuss needs from the PTO

PLAYGROUND EQUIPMENT

- The playground equipment used for recess is not in good shape. Krista will fill out a request form so the PTO can discuss approving funds. Also discussed the possibility of adding to the wishlist once the website is up.

HAND WARMERS

- Paras who monitor recess are outside for a long time. The HotBrands hand warmers are in high demand. Discussed the possibility of creating a funding request. Several members spoke up and advised they'd just purchase/donate themselves.

New Business

BOOK BINGO

- Discussed that several of us were unable to attend Book Bingo last year, so it will be a team effort. Krista advised she has attended in the past, just not recently. We do NOT need to order: small prizes, popcorn, oil. We DO need to order: more books, bingo cards (3 stapled together to form 1 pack), popcorn boats, post-its (for emergency IOUs), water bottles.

- Siblings are allowed to play

- Keli will follow up with Jeanette to confirm A) what date(s) Jeanette was looking at for Book Bingo and B) if she has ordered water bottles in the past and we've reimbursed as she can get them cheaper? Krista found notes from prior years saying we've ordered 275 bottles, 8-10z.

- We need to check the supply closet to confirm if we have the red/white cards to use or tickets (so that students/siblings are only taking 1 book each).

CONFERENCE MEALS

- As we did River Inn last time (soup/salad), we will try for Big Bore BBQ this time. Krista will reach out to them to confirm if they are available for Feb 9th and confirm pricing. She will also contact River Inn just to see if they're available (as a backup plan). River Inn offers many options such as soup/salad, club sandwiches, wraps, etc.... Big Bore BBQ also does individual meals - pulled pork, chips, etc.... We'd like to also keep Dehmer's in mind for the future and re-establish that connection.

Upcoming Events & Reminders

January 11th - Have your child wear green to school for Character Counts/Responsibility

January 16th - No School

January 20th - Space Aliens Spirit Night Fundraiser

January 24th - Grade 2 Concerts at 6 and 7PM

February 8th - Have your child wear orange to school for Character Counts/Fairness

February 9th - Early School Release for Conferences

February 13th - Next PTO Meeting at 6:30PM

February 16th-20th - No School