



MEETING MINUTES

August 13, 2018 | 7:00 - 9:00

Present: Dawn Fedderson-Poindexter, Stef Thompson, Samantha Turnock-Mendiola, Molly McLain, Ann Krocak, Katie Schroeder, Katie Frey, Kristin Garrett

I. First Newsletter

Before Open House 8/23

Kindergarten Helpers (Anne K to contact teachers for needs)

Newsletter date - Sunday, August 19. Some things we'll want to include in there

- Open House
- Sign up for volunteers during Open House
- Kindergarten Helpers Request/Sign Up Mention (Ann will check in with teachers next week for sign up to be at Open House)
- Lunchroom Sign up
- Welcome Back Intro from Sam
- Short financials summary, things we spent money on, "Where your dollars are going" in a thank you corner
- Giving Tree purchases from summer
- Open House dates and times
- Soliciting for greeters at open house night
- Pancake breakfast
- Boxtop Collection Day September 9, October 12
- Scholastic Book Fair
- Carnival, September 22, time unknown: **SEEKING CHAIRS AND VOLUNTEERS (FB Ask)**
- Brew and Stew September 29, Hale Craft Tent (looking for someone to chair)
- School Picture Day
- Next meeting Friday, September 7 at 6:30 p.m.
- Future Meeting Dates:
- Shoutout and thank you to St. Paul Bagelry as donor for September Teacher Appreciation Breakfast

Clarify the role and purpose of the ROT program. Could talk with the head of Minneapolis Kids to move the Organics bins out of the lunchroom for afternoon.

III. Quarterly Morning Meetings with Ryan and Steve

Confirmed the dates of the upcoming PTA meetings:

SEPTEMBER 7
OCTOBER 11
NOVEMBER 8
DECEMBER 5
JANUARY 10
FEBRUARY 7
MARCH 7
APRIL 11
MAY 9

IV. Principal Update @ PTA Meetings 6:30-6:45

Sam will work to set up regular principal updates at the start of each PTA meeting.

V. Teacher Requests

Suggestions include:

- Make it year round
- Send out notice that all requests were honored last year
- Involving the Teacher Appreciation Committee

At one of the spring appreciation events, we had a wish list bucket for teachers. That's where the giving tree evolved from. Teach Appreciation Committee could think about alternate places to place that bucket for teachers to regularly put in requests. Hopefully as teachers see that requests are fulfilled, more teachers will ask. The bucket where the PTA said, "please ask us" was a good opening. Perhaps put the bucket out at the Teacher Appreciation breakfast. We could email teacher letter reminding them that the PTA wants to fulfill those teacher requests. The teachers appreciated having it in the office near the mailboxes. The Teacher Appreciation Committee would check on a regular basis (keep a spreadsheet to catalog teacher, request, date needed, and cost). We could review the requests at monthly PTA meetings or with the giving tree at PTA events. Leading up to every event in the newsletter, we could remind parents to look for the giving tree at the event.

VI. Open House

Food: Subs
Sign up Sheets
Volunteers / Committee Chairs
Music

Open House Scavenger Hunt: Ask PE teachers if they have a sound system

Ryan is going to remind teachers twice to have the sign up for Room Parents in the rooms. And have people with Chrome books rotating through the open house.

Samantha is going to invite chairs to come to Open House and promote the committees they chair, and perhaps bring around a Chrome Book.

Food Plan: Subs, packaged healthy and not so healthy snacks. Food will be placed near the sign up for the PTA. With Chrome book volunteer.

Steph: Balloons

\$10 membership

We need people at the doors to welcome people. Sam will assign people to different doors.

VII. First Day Coffee 8/27, 8/29

Sam and Molly will coordinate all details.

VIII. First Day Teacher Breakfast | September 21

Teacher Appreciation Committee:

St. Paul Bagelry is donating bagels and cream cheese for the teacher appreciation breakfast.

Last year, we asked each grade to coordinate one teacher appreciation event throughout the year. This year, let's recruit parents specifically to lead the organization efforts for the events. Those lead grade parents who sign up can be responsible for wrangling the parents in their grade. Room parents could also be a resource for contacting parents within each class. Will recruit at Open House for that.

IX. School Supply Chair

Things to refine: make sure people are aware when the sales are and when the sales end. Can we extend those sales into the summer and into August, because people just aren't in the mindset of school supplies in May. Also, we need a new school supply chair, Heather Ciardelli is interested. What is our process for coordinating and communicating the deadline. The supply list is currently different from what the school list is and what the PTA list is. Streamline money collection, purchasing and supply sorting. Might be helpful to have a co-chair..

Question: what is the process for headphones being purchased year over year. Do we need a policy for how headphones are managed. Do they need to be labeled? Will they be sent home at the end of the year?

X. Art & Craft Fair Chair

XI. Talent Show (Molly)

Perhaps a date in February? If we announce before Christmas Break (after Thanksgiving) so kids have plenty of time to think about it. Would it be a ticketed event or would it be a community event? We'd have to rent the space and rent the sound equipment. Free will donation would be nice. We could use

this as an opportunity to put out the teacher giving tree. **Signup by January 11. Talent Show Date: Friday, February 8**

XII. Spirit Week -- the week before spring break, April 25 - 29

Jerseys/Sports
PJs
MixMatch/Backwards
Favorite Color
Hale Day

XIII. Minneapolis Calendar Committee

We agree that the Minneapolis Calendar Committee could include information in PTA communication, after we vet and review. We reserve the right to say no to including district communications in particular PTA pieces. We could post the link to the district information on the district website, rather than house it in its entirety on the PTA website.

XIV. Outdoor Classroom/ Entry Landscape Project Samantha

XV. Hygiene Drive vs. Community Volunteering Event

Could we partner with St. Joe's to do a hygiene drive for them? They take new items. We could specifically request volunteers to help load and deliver items. Rachel Walker is the current chair of this project. We could Rachel to connect with Dawn and St. Joe's about re-directing this goal. We could revamp our request based the needs of St. Joe's. Ann is in the wings if Rachel doesn't want to do this.

XVI. September Meeting 9/6

XVII. Additional Topics:

- Hale PTA Table Runner or Table Cloth
- The Health Office refrigerator has died. Can we purchase a new one. PTA votes yes.
- Ryan emailed about cup art in the fence
- Carnival Committee Chair Needed. Local businesses could "host a game or host a booth"
 - Food
 - Games
 - Prizes
 - Activities
 - Tickets