

# PTO Board Meeting

2/12/17  
 5:30-7:00PM  
 Piper's Wine Bar  
 Meeting room

Attendees: Jenn Penney Co President, Kelly Weinblatt Treasurer, JJ Clement Assistant Treasurer, Kelly Caruth Secretary, Dawn Thompson Communications Chair, Amy Anderson Communications Chair, Angela Wilson Volunteer Coordinator, Trent Riggs SEF Vice Chair

## Meeting Minutes-

Class Rep communications	Person	Action Item
<ul style="list-style-type: none"> <li>PTO presidents will send out updates using Mail Chimp on an "as needed" basis</li> <li>Class reps will direct parents to these emails</li> <li>Communication chairs will compile and send on to Presidents. They will also post to Facebook and order flyers.</li> <li>No more newsletters</li> </ul>	Presidents	Check with EHSI office about needing to approve emails before sending them to parents

Book Fair	Person	Action Item
<ul style="list-style-type: none"> <li>Need more volunteers</li> <li>Will look to shorten the hours open next year to reduce the number of volunteers needed               <ul style="list-style-type: none"> <li>A spanish book fair will be held during Math &amp; Science night and the next day ( April 13th &amp; 14th)</li> <li>Lectorum is the company.</li> <li>Dinner will be provided to volunteers along with Math &amp; Science night</li> </ul> </li> <li>volunteers</li> <li>Only cash and check are accepted</li> </ul>		

Upcoming Events	Person	Action Item
<ul style="list-style-type: none"> <li>Family Fun Night March 10th- Free snacks provided. Aurelia's available for purchase. The SUG is available for people to sign up.</li> <li>Spring Dance Festival May 4th- All K-4 students will participate</li> <li>End of Year party June 6th- Need to get deposits out to vendors</li> </ul>		

Spring Dance Festival Costumes	Person	Action Item
<ul style="list-style-type: none"> <li>Some costume requests have come in. We need to get an update on all costume needs and communicate with teachers that going forward PTO wants to use existing costumes as much as possible. Funds allocated toward this event should be used to replaced damaged or to add extra sizes to existing costumes only.</li> </ul>	Presidents	Have Spring Dance Coordinator follow up with all teachers about costumes

<b>FEPS Fundraiser</b>	<b>Person</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>• New format for the event, no longer “Taste of Eden Prairie”</li> </ul> <p>The event is March 22nd, there will be a speaker and meal provided with ticket purchase of \$65. They will continue to have an auction</p> <ul style="list-style-type: none"> <li>• PTO will donate money instead of sending a basket</li> </ul>		

<b>PBIS Update</b>	<b>Person</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>• This topic was discussed at length at the last Hor 'd oeuvres with the Principal. It also came up at President’s Council.</li> <li>• Some misinformation has been going around. The ODR forms do NOT go on children’s permanent record. They are only to track for trends in activities/periods of the school day that are more problematic for students.</li> </ul>		

<b>Grant Update</b>	<b>Person</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>• One suggestion for the excess grant money is to put it towards the 6th grade team who are looking to purchase LEGO robotics materials</li> <li>• Need to get more information. This might be a larger purchase to be discussed at the General meeting later this month.</li> </ul>	Presidents	Follow up with 6th grade team and Sr Moncada

<b>SEF Update</b>	<b>Person</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>• Beginning to interview intern candidates</li> <li>• Will begin to recruit host families in the next month</li> <li>• On track to continue funding 16 interns district wide</li> <li>• Coin well has been purchased to collect additional funds for SEF. This well will be brought out during school events</li> <li>• Teacher time raffle items are being collected. Winners will be chosen during Family Fun Night</li> <li>• Cinco party will be held on May 6th</li> </ul>		

<b>Budget Update</b>	<b>Person</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>• Reviewed current budget</li> </ul>		