

Red Pine PTO – Work Session  
Meeting Minutes, September 16, 2021, 7:15 PM

Red Pine PTO

Meeting Minutes

September 16, 2021, 7:15 PM

Present: Amy Bailey, Mark Moret, Amber Fagan, Beth Kaiser, Drew Goeldner, Sarah Brass, Mary Arneson, Leah

Next Meeting: Thursday October 7, 2021, 6:00 pm

1) Welcome and Introductions

PTO Members: Amy Bailey, Mark Moret, Amber Fagan, Beth Kaiser, Drew Goeldner

2) School Reports

- Principal Reports (Drew Goeldner)

- Once a month Mr. Goeldner will host a meeting. There will be time options: zoom call during the day and an in-person meeting in the evening. Answer questions parents may have. Open forum and get the parents back into the school.
- First day of school seemed like a normal school day this year.
- Lunchtime
  - Change this year is that every child has their own card instead of entering in the PIN.
  - Normally we are teaching the kindergarten classes how to go to the lunchroom and get their lunch, but with last year and the students eating in the classroom we have had to also teach the 1<sup>st</sup> graders the process as well.
  - Every grade level has their own set of needs.
  - Each morning during the KRPN news Mr. Goeldner is taking the time to remind students about the routines for lunch.
  - Free breakfast/Free lunch for this year.
    - Are parents aware that breakfast is also free? Mr. Goeldner will send out a reminder.
    - Kindergarten has their breakfast delivered to their room and other grades go into the lunchroom prior to the school starting.
    - Same number of kids getting breakfast pre-covid
- Parking and parking drop off.
  - 
  - Mr. Goeldner has asked that students that need to get picked up on Red Pine Lane to follow the path down to red pine lane.
  - Walk your child across the street.

3) Treasurer's Reports (Amber Fagan)

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- Cash Balance of \$38,785 as of 5/6/21, including special designations (Minimum Required Bank Balance of \$5000, Gary Anger Scholarship Fund (\$4500 = \$9500). \$26,869 after special designations are subtracted.
  - ADD: \$854 Donations (AmazonSmile, Thomas Reuters, Garten's, Box Tops, Benevity Community Impact Fund)
  - Less: \$2518 Party money and \$623 (Prizes for games, pencils bookmarks)
  - Pending: \$2577 (Welcome Back event costs)
  - Cash Balance of \$24642 as of 9/7/21 (including special designations)
- 4) New Business (ALL)
- Boosterthon Update
    - Dates and timeline are set and ready to go. Approximately \$4.50-\$4.80 per shirt dependent on logos on the back.
    - Waiting on mockups of the shirts
      - Outstanding items is grade level numbers. Will receive tomorrow.
    - Sponsors – Dr. Jennifer \$1000. Trying to find Tier 2 sponsors (\$500 apiece).
      - Finalize the sponsors by end of next week 9/24/21
  - Committee Updates
    - We have a very small committee involvement.
  - Calendar for Events for Remainder of Year
    - What is scheduled this year?
      - One event in the spring for everyone. Base the event on the Color Run and then add another event with it. i.e., Spring Arts night
      - Spring Arts Night – is there interests. What does the new event look like?
        - This has been a culture in our school for a long time. It is in the school community. We need a committee for this event.
        - Anna Roberts planned all tentative performances for the spring this year.
  - Party Money – we've talked about putting a pool together for the money. As they move to the next grade is the money following them. Distribute it equally to the grades.
    - Managing the party money is a lot of tracking. Each check must be tracked to the grade level. We want to make it that everyone would get the same amount and we'd collect the same amount per grade and then there is a pool of money for the teachers to work with.
    - Mr. Goeldner is getting clarity of what grades have collected money and what haven't.
    - If any grades need additional money, they can request additional funding from us.
    - In the past we did look at collecting the fees via an online system like Venmo, but we ran into a large fee would be charged to us.

- Recommendation to do one check per family instead of per class.
  - Waiting on setting our budget until November. Boosterthon takes place in October and want to delay finalizing the budget until after the final tally from that fundraiser has been received.
  - If there is a wish list already starting to accumulate, we can look at the request on a case-by-case status.
  - The school is wanting to bring experiences to the kids.
    - Leadership will create a tentative list of ideas.
    - Teachers are talking about the experiences that the kids will have this year and they want to have great ones.
    - Adding a Stem Room was brought up again. The Star Lab is a big hut. Potential location could be the computer lab.
      - We've had more people move into the red pine school district than we've seen lately. Townhomes and development could add more students where the location of the Stem Room could potentially be. That space could be needed in the future for a classroom, and the Stem Room would need to be removed (concern to talk through).
    - Our school has a lot of expertise with networks that we could also access to come up with ideas for experiences for the students.
    - After school events – would we have enough interest? Destination imagination or Lego league (dependent on volunteers and we know that these activities do not reach the full student body).
- 5) Give the Gifts cards out earlier than previous years (Prior of completion of Boosterthon).
- 28 classroom teachers, Specialists, Special Education (10) = approximately 40 gift cards
  - Tally who wants TARGET and who wants AMAZON. \$50 gift card amount.  
Same process as before that the recipient must sign a form stating that they will use the gift card for their classroom. In the past the recipient would have to bring every receipt for everything the bought. That was a lot of accounting and reconciling for the treasurer.
- 6) PTO wants to partner with the Social Worker and see what needs are present within our school.
- Mr. Goeldner will ask the Social Worker and Nurse what our immediate needs are and inform the PTO of this.
  - Ideas presented: clothing drive, coat drive, or partnering with the Social Worker and seeing what families need.
  - Discussion around if PTO would watch donations received from Red Pine families. No decision made on this.
  - Discussion if a list would be created about items needed and dispersed to the Red Pine families and we would collect the donations No decision made on this.
- 7) Old Business (All)
- Recap of Welcome Back Event
    - A great turn out. Hope to have it coincide with the Open House next year.

- We are aware not enough food vendors.
  - Next year communication that the parents need to be there with the kids.
  - Add additional carnival games, another face painter, and another inflatable for next year.
  - Food trucks – Pizza guy was short staffed by one person. Ran out of dough.
  - Ice cream truck ran out of ice cream and had cooler issues.
  - Next year have coolers of water for the attendees plus have napkins available
  - Amazon Smiles – Select Red Pine as the recipient.
- 8) New Business
- We have a new Nurse. Ms. Rachel. Our previous nurse was big on being independent on not going to the nurse's office. i.e., tooth boxes in classrooms. This year she is wanting to have a bin in every classroom with supplies. She has the supplies, but she is requesting funding from the PTO to buy the bins. PTO approved this request.
  - There is a Full time Social Worker onsite this year. She is requesting funding for school supplies for families. She created a list of supplies that they would need, and the total of that supply list is \$208. PTO approved the funding for those supplies.
  - PTO approved replenishing the school supplies that are normally on-site that are depleted.
  - Art Adventure – February/March people come into the school.

### **Future Agenda Items**

- 1) Spirit wear – Boosterthon – no overhead.
- Get approval from the staff of what we are going to use. Is it stuff that the staff wants?
    - If they want to do it before the holidays, when would you need it by because of the supply chain issues.

August 11, 202 7:00 PM

Present: Amy Bailey, Mark Moret, Amber Fagen, Beth Kaiser, Drew Goeldner  
Next meeting: Thursday, September 16, 7:15 pm

**1. Welcome,**

a) Introductions

- PTO Members: Amy Bailey, Mark Moret, Amber Fagen, and Beth Kaiser,

**2. School Reports**

a) Principal Report (Drew Goeldner)

- Staffing updates / Vacancies
- Friday emails will continue this year (Drew Goeldner)
- No Site council this year but will have a zoom meeting once a month for parents to attend.

**3. Committee Updates**

- Open House/Welcome Back Event: August 26<sup>th</sup> 5-7pm.
  - Time slots will be available for Red Pine families to come into the school. Keep number of people inside and stagger the numbers. Will be done by alphabet.
  - Drew Goeldner to share the link on Red Pine Facebook from the Red Pine PTO Facebook page.
  - PTO Sponsored Items:
    - Inflatables & Games rented from USA Inflatables
      - Inflatables located on the fields
      - A variety of prizes were bought for the games. Need a volunteer for each game to hand out prizes.
    - Woodfire Food truck and Ice Cream Vendor
      - Location of these two trucks will be spread out
      - Ice cream treat - \$1 a treat. PTO is funding the rest
      - Wood fire food truck pricing 10/12 pizza. 80 in an hour. Salad and drinks also available.
      - Face paint – Requested a table and two chairs

*Open House/Welcome Back Event: August 26<sup>th</sup> 5-7pm continued*

- Welcome Goodie Bag (pencil ruler) with document (flyer with committee)
- Giveaways – located somewhere near the entrance of the school. QR Code for PTO Committee sign up
- Action items:
  - Draft a map of activities, tables, etc.
  - QR code for Red Pine PTO Committee Sign Up
- Volunteers:
  - 1 Volunteer running a game / 1 manning the line
  - Inflatables – Obstacle course: 1 person at the beginning / 1 at the end (no time limit), 1 volunteer at Jump house (5-minute time limit), 1 person for rock climbing (no time limit).
- Event Marketing
  - Create signs to inform the community that the PTO is sponsoring this event.
    - Ice Cream truck - \$1 treats courtesy of Red Pine PTO. Budget for treats \$1000,
  - Explain where the money that the PTO raises goes to each year.
- Inclement Weather
  - Restock fee US inflatables (use it later). Reschedule it for the kickball night. Food Trucks/Ice Cream Trucks – parents will come rain or shine. There is an 80-pizza minimum. Checking on if there is a cancellation fee for Face Painting.
- PTO Bulletin Board
  - What information will be displayed this year? TBD
  - Amy to update the bulletin board the week of the Open House/Welcome Back Event

- Social Media Marketing –
  - Is there a need for a Social Media Marketer position within the PTO?
  - Boost our following and social media is becoming bigger
  - First meeting after school starts – see if there are any interested parties
  - If we use photos Drew will need to confirm the parents did sign the Photo
  
- Boosterthon –
  - Sponsor Updates – Mark to reach out to and secure 2 – 3 sponsors this year.
  - Event t-shirts will have the sponsors on the back.
  
- 2021-2022 Events:
  - Color Run
  - Music program
  - Grandparents' day
  - Spring Arts night
  
- Spirit Wear:
  - Do we want to look into this option with Boosterthon? No minimums/no inventor. Will not have anything related to Boosterthon on it. Just a vendor to print up our Red Pine clothing.
  - Get a quote from TRUPLAYERS (Rosemount).
  - Get samples from both vendors.
  - Ideal timing to promote and have the ordering take place? Before the holidays or in the fall? TBD
  - Get staff input before final decision