

Red Pine PTO Meeting Minutes
November 11, 2021 @ 630 PM CST

Present: Amy Bailey, Mark Moret, Amber Fagan, Beth Kaiser, Drew Goeldner, Kelly Robertson, Lece Pogatchnik, and Mary Arneson

Next Meeting: Thursday December 2, 2021, 6:30 pm

1) Welcome and Introductions (ALL)

2) Principal's Update (Drew Goeldner)

- Veterans Day – there was not a huge showing, but it was nice enough to have people outside. Coffee and doughnuts were served after the event.
- Fun Run – Great attendance!
- Staff departing - Nurse Rachel has found a new job outside of the school district. She will be taking the new role after Thanksgiving. She was given a great opportunity that could not be passed up. Every vacant position in any school is having a hard time finding a candidate.
- Post a position for an Instructional Clerk – This position will be focusing on students' well-being and supporting them. Mr. Goeldner has enough FTE to hire the position as a full time role but wondering if it should be one full time or split it up to two part time positions. This position will first support 4th and 5th grade as the other grades have support, but this position will encompass the whole school if needed.
- Open Paraprofessional position that has been open all year, but we are not getting any interested candidates.
- Increase in Covid-19 cases since Halloween. There will be action that is being taken and starting tomorrow (11/12/11) the students will be moving into rows and will be eating in the classroom. With prior increases within specific classes, we have seen taking these steps have helped decrease the spread.
- There have been spikes of non-Covid illnesses.
- Educational Benefits Program (formerly known as the Free and Reduced-Price Meals Program) – Because this year we still have free meals the response rate is low. Even if your household meets the State/Federal guidelines completing the application helps the school qualify for additional educational funds and discounts. With the past few years and the epidemic, the State has pulled the data from 2019 and used that data for the funding, but the form needs to be completed this year. Mr. Goeldner will be starting a campaign to get all the Red Pine families to fill out the form to provide Red Pine with funding. Mr. Goeldner quoted an amount of funding the school gets around \$35,000 - \$40,000 for operating budgets. This funding does help support families in need.

3) Treasurer's Reports (Amber Fagan)

a. Budget Update

- Cash Balance of \$35,364 as of 10/7/21, including special designations (Minimum Required Bank Balance of \$5000, Gary Anger Scholarship Fund (\$4500 = \$9500). \$26,869 after special designations are subtracted.

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- ADD: Boosterthon, Party Money, Boosterthon Sponsorship, Calm Kits, Corporate Donations, & Donations (AmazonSmile, Thomas Reuters, Garten's, Box Tops, Benevity Community Impact Fund)
- Less: \$ Party Money Reimbursement, Staff gift cards, non-party reimbursements, returned checks, USA Inflatables
- Pending: \$30, 538 (Conference meals and fee to Boosterthon)
- Cash Balance of \$56, 771 as of 11/10/21 (including special designations)

b. Classroom Party Money

- Any concerns from Staff with combining party money into one bucket? No concerns.

c. Calm Kits (Mrs. Kennedy) – Parents to contribute fidget/playdough/pop its. Mr. Goeldner is going to at some requests if it should be PTO budget or school budget. There are parameters with the state stature of what the schools can buy. We can't have a teacher collect money and go buy something. It must go through a bank account. Operating Budget (School control) which is set in the beginning of the year. There also is a Miscellaneous budget (field trip money) account. Once it goes into one of those two accounts it becomes district accounts and the school can only spend money on specific things. Drew is checking on the calm kits.

4) New Business (All)

- 2021/2022 Budget Review –
 - Amber took a pass through it. We are going to keep \$5000 for an emergency fund. We need to keep a \$5000 bank minimum and, we have the Gary Anger Scholarship balance of \$4500. This leaves us about \$57,250 to spend
 - What we already have on hold with that funding is staff appreciation, school wide events (color run, spring events), grade level party, taxes, school improvements (garden, recess materials) and families in need. Those listed above totals to around \$16,000. We paid Boosterthon \$27,000 and that leaves around \$14,500 to want to allocate back to the school. Still confirming what the remaining amount will be used for.
- 2022 Fun Run –
 - The charge that Boosterthon took takes away what we bring into the school, and it was high for this committee. The PTO will be looking to see if other companies can support this type of event and their charges?
 - Another idea is do we follow other schools within this district that has asked for just donations. This would also include a week of fun theme days, possible events, and end with an event. Potentially our own fun run. Amy Bailey to reach out to other schools PTOs to hear from them with the Pros/Cons of doing the event ourself.
 - We will have the confirmed plan and structure finalized prior to heading into summer.
- Committee Updates
 - Fundraising

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- Mason Jar Takeout Tuesday: January 18th, 2022
 - Provided marketing materials, will start sharing closer to Jan
- Red Pine Apparel – still in the process. Mark reached out to Boosterthon a week ago about it and still haven't heard anything. With supply chain issues we may have to pass on it this year. Going to see what other options we can find.
- Sarah Brass – Art Adventure – we had 6 people sign up to be on the committee. Going to wait closer to the time to see if they can go into the classroom or not. Volunteer need maybe less than needed.
- Other Committee Updates –
 - Spring Events – We still do not know what will be allowed for us so we this is still on hold.

5) Old Business (All)

- Boosterthon Wrap-Up
 - Results:
 - Gross total counted: \$63,085.45
 - **School Profit: \$35,327.85**
 - Percent Keep: 56%
 - Percent collected: 98.26%
- Hospitality Staff Meals for Conferences:
 - How did catered meals work? Staff meals – a little less than a \$1000. It went over well. Ansari's and Jimmy Johns. Way better than hauling in crock pots etc. We got \$60 for donations from parents. We will be catering in the spring again. Liece will continue getting information about the wandering mug. Get additional information.

6) Open Forum (All)

- Kelly Robertson – Did a survey with the teachers below are some of the requests from that survey.
 - Resource Library / 2013 and 2014 was the last time it was updated and audited. She did a survey with the teachers on what they needed. The 5th grade does literature circles and want to revamp their vision of their resource library. The money doesn't go far for what you do receive. Teachers have given a lot of ideas. Better quality. Fiction – 36 pages – guided reading books can do in a few days. She can put together a tentative budget of what they need. The district has money for the library funds as well that she will investigate. She doesn't know the process for the district funding.
 - When they audited the resource library there were 22,000 books between the two libraries. There has been around 3,000 books lost. We have 3000 titles because each title are bought in packs (4-6 books).

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- Ms. Roberts for the music room. She is requesting drums. The ones that the students use now are in bad shape and need to be thrown away. She quoted 9 larger drums price would be \$2,400. She also gave a second option of smaller drums and that price would be \$1,725. These drums that she chose has tops that are replaceable.
- 3rd grade – requested scholastic story works / price 10-12 per student
- 4th and 5th grade – money for books
- Kindergarten -2nd grade – TBD
- Teachers requested grade level recess items so when they have some free time and bring the kids out they can utilize those items.
- Book Fairs – Amy Bailey mentioned having the teachers create a Wishlist of books for their classrooms and mentioned the past Barnes & Noble nights and what a great turn out that was. The last time we used them they decreased the payout to Red Pine and the customer service was disappointing. Kelly will reach out to the Red Balloon in St. Paul about their options and having them come out to Red Pine or have an online even and someone goes and picks up the orders.
- Want to come up with a plan that next year parents will not have to pay.
- The front office wants to get rid of the box top mailbox – how can we repurpose it for the school to use?