

GLMS PTSO Meeting Minutes - November 3, 2023

Present: Nicole Sanic, Kristin Brown, Stacie Helgesen, Kai C Worm, Jacob Oaster (Dean of Students), Jill LeBeau, Emily Dixon, Murren Plunkett (student senate representative)

- I. Call to Order - Kai C - 9:01 am
- II. Secretary/PTSO Report - Emily Dixon
 - A. Approval of October 6, 2023 meeting minutes - Stacie with motion to approve, Nicole seconds, meeting minutes approved.
 - B. Approval of October 8, 2023 Special Board Zoom Meeting Minutes - Stacie with motion to approve, Nicole seconds, meeting minutes approved.
- III. Dr. Maring Report - Kai C Worm
 - A. Thank you for the Conference Meal. Staff appreciated it.
- IV. Presidents report
 - A. Special board meeting - October 8 via zoom. Brought about because of us looking into the 501(c)3. Decided it was best to have an executive board to help streamline the process.
 - B. By-law Amendments and addendums - see 10/8 zoom meeting minutes for details
 - B. 501c3
 1. Update from Jill - Anna D helped investigate the status of what the PTSO currently is
 2. The PTSO many years ago started the process of filing for a 501c3 but never completed any paperwork. We have an EIN number but that is it. If we are not a 501c3 we will need to file a 1099 and will be taxed on interest earned on our money market account and possibly any profit we have made from fundraisers. Emily talked to Marie Salvato who was on the original paperwork and she does not recall anything about the status/process.
 3. We still need to decide whether to move forward with filing for a 5013c or correct our current status. One family tried to do a company match for the fundraiser but couldn't because we are not a 501c3.
 4. May need to update the budget depending on which direction we go - create line items and allocate funds as needed.
 - C. Advia Transfer -completed - bank gave us future regulations on how to transfer members.
 - D. Nikki, Stacie and Kai C cleaned the staff lounge. Do we want to do a "stock the lounge" with family donations like the elementary schools are doing? Jacob thought creating a staff survey

for staff to fill out to see what they would like would be beneficial. Stacie to create and Kai C to see about getting approval from Dr. Maring.

- E. PTSO has a new storage room. Located in the cafeteria - great spot!
- F. Veteran's Day Cards - Kai C - Had a sign up genius for parents to purchase cardstock and stickers. Students will make a card in advisory classes. Some teachers have already turned in made cards. Stacie has agreed to deliver the cards to local establishments for us in time for Veteran's Day. Any help to distribute is appreciated. Kai C to post on FB.
- G. New Budget line item proposal
 - 1. May want to make the budget more detailed and add line items for: PTSO operating expenses, petty cash (for book fair, etc), audits and bank charges, incoming 5th graders, outgoing 8th graders.
 - 2. Pop cans from staff lounge - Emily confirmed with the office that any money from pop cans can be for the PTSO. Emily collected in September. Gave \$\$ to Kai C to deposit.
 - 3. Motion to move some of the money used for 8th grade year end to another line item. There has not been a big celebration for the past few years. May be able to just have a send off of free cafeteria ice cream at their last lunch. Jill motion to move funds from 8th grade graduation, Stacie second, motion passes.
- H. Appropriation Requests
 - 1. Shelly Henderson - asking for \$600 for a subscription to a digital audio warehouse program for the podcast elective class. She already has technology approval from the district. She is also asking the GLCS foundation to help fund. Emily to reach out via email for clarification. No decision made.
 - 2. Shelley Fulling - asking \$300 to fund the annual Thanksgiving dinner for class. PTSO has funded this in past years. Jill made a motion to approve, Emily second. Motion to give \$300 passes.
 - 3. Krystal Hawkins - asking \$390 total for lunch and learns for staff - already approved last year.

IV. Student Senate Update - Murren Plunkett

- A. 38 new members have joined this year for a total of about 60 student members. A new Public Relations Officer position was formed. Now 6 committees. Officers meet every Tuesday. Leadership meets every other Tuesday. All members meet every Thursday.
- B. Events/Updates:
 - 1. Fun Nights. 12/15 and 5/10 - sports, inflatables, games
 - 2. GL spirit and service - homecoming float and hand tracing project

3. Community outreach - Penny Wars - starts on the Monday of the week of Thanksgiving
4. PR bulletin board - working to complete by Thanksgiving
5. Website - working to complete by Thanksgiving
6. Dance - working on proposal

V. Dean of students

- A. Jacob Oaster - new to our district this year. The Dean of Students is a liaison between staff and admin. Also deals with lower level behavior issues. Previous choir teacher/ choir boosters lead for 18 years. Has been involved in many fundraisers with his previous position and is willing to help PTSO with ideas for fundraisers. Events make more money and are easier to run vs selling a product.

VI. Committee updates

- A. November Student Fun Lunch - Kristin - Stuff the turkey. Will have the sucker tree with half of proceeds going to Loaves and Fishes. Emily contacted Loaves and Fishes and it is easy to donate online or by check. Can designate Haven Church or other Gull Lake location as desired. Goal is \$600. If students raise this much, Mr. Boerman will wear a turkey blow up costume at drop off. Amazon list posted last night for donations for the suckers. Dates are 11/13, 11/15 and 11/17 at all grade level lunches.
- B. Tattoo sales at youth football night- Kai C sold at this event about \$50 worth (had Venmo as an option). Bad weather might have impacted sales. We paid \$267 for 1000 tattoos. We made \$368 from selling at lunches and at Richland Nutrition. We have 365 tattoos left over.
- C. December "stockings" giveaway - Kristin is still coming up with ideas. Worried families may be "burned out" of donating.
- D. Field Trips - Kai C - Someone may need to head this committee to help teachers/admin. Came up with some ideas for other options for field trips but need to talk to teacher leads and Dr. Maring about expectations and requirements. Emily to contact Dr. Maring.
- E. Carmen's gift to staff - Kai C to create a FB post about it. Emily to contact Dr. Maring about.
- F. Book fair - Kai C working with Kim and Ashley (coordinator) to close out, deposit funds and cut a check to the library. Almost as profitable as last year.
- G. Fudge fundraiser - Kai C
 1. Prize for top seller was awarded 11/2 to Summer G. She received a \$100 Amazon card. Kai C created a FB post.
 2. We had \$8256 sales and \$3870 will go to the fudge company. \$4386 for us.

3. Kai C emailed our order on 11/1. Company thinks we will get our order on Nov 13/14. We will be stationed in room 700 to organize orders that week. We will distribute on the 16th & 17th. Will finalize plans when we know for sure when we are getting the fudge.
 4. Do we want/need to do a spring fundraiser? Possible option to partner with Krispy Kreme (give 50% back to you) and do a "dash for donuts."
- H. Teacher/staff conference meal - Stacie - PTSO heard lots of positive comments on the meal, presentation and decorations. Kai C thanks everyone involved in making this happen. All made possible with donations! One parent who works at Qdoba donated a great deal from Qdoba. Stacie updated everything she did on a google sheet that will be entered into the Google Drive.
- I. Student of the month - Kai C
1. Not doing donuts anymore. Now we have coupons that were created by Kai C that allow students to get items from dining services/cafeteria like ice cream, pop tarts, juice..etc. Last year this cost the PTSO \$200, this year it will be \$70.
- J. 5th graders
1. Do we want to start giving a gift to incoming 6th graders? Options: tattoos, ice cream from dining services, pencils. We all liked having them get a free ice cream from the cafeteria - will discuss with Dr. Maring to see if this is an option.
- VII. Adjournment - motion to adjourn passes - 11 am

UPCOMING DATES:

- 11/8 - students to make Veteran's Day cards in class
11/13, 11/15 and 11/17 - Sucker Tree/Stuff the Turkey at lunch
11/20 - ½ day of school
11/20 - Board of Education meeting - 7 pm
11/21 - ½ day of school
11/22 - 11/24 - No School
11/27 - 1st day of 2nd Trimester

PTSO Board 2023-24 - glmsptso@gmail.com

Kai C. Worm - President/Communications

Emily Dixon - Secretary

Nikki Pfennig - Treasurer

Kristin Brown - Student Support Director

Stacie Helgesen - Staff Support Director