ROBBINSDALE SPANISH IMMERSION SCHOOL
PARENT TEACHER ORGANIZATION

General Assembly Meeting Agenda: May 28, 2024

Meeting is held in-person at the school (Media Center) and online via Zoom (https://us06web.zoom.us/j/8039751109?omn=83930741877).
If attending in-person, please sign-in via paper sheet. If attending online, please sign in here.

(Attendees: 20 in person, 2 online)
Agenda:

- Welcome (SueLynn Junkert) - 2 minutes
- PTO Board Member introductions - 2 minutes
- Introductions (Round table: please share name, role at the school/PTO and/or children names/grade. What are some fundraisers that you see at other schools or organizations that we should consider? - 5 minutes
- Intern Intro (Ana Alonso Reguera) - 5 minutes
    - AnaReguara.pdf
    - 23 years old, from Spain, working with kinder, 1st, 2nd,and 3rd grades
    - Planning to take teachers' exam in Spain once she returns home
- Update from the Principals - (Ken Habel & Dr. Alejandra Estrada-Burt) - 10 minutes
    - Catalyst program -
        - Dr.Estrada was away all last week participating in catalyst coaching week, observing implementation of Catalyst program at different schools
        - Catalyst program - ways to support teachers with classroom management and supportive learning environments within the school
        - RSI hosted one of the days
        - Continuing to work on goal of developing school-wide response plan on behavior
    - Fiesta Fun Fair
        - Thank you for a great event!
        - Even with the rain, the community really came together. Thank you to all our staff and volunteers
    - End of year events
        - Healthy Send Off - Friday, 5/31
            - Working on a rain plan
        - Graduation
            - 58 seniors planning to return to RSI and walk the hallways next week prior to their graduation ceremony
    - Flamenco Dance Group
        - 2nd grade got to experience an in-house event today. Their grade level has not had a field trip yet, so providing an in-house event was especially meaningful
        - Funded by a PTO grant voted on by the PTO board - $200
- Treasurer's Report (Morgan Wallace-Johnson & Sarah Meagher) - 25 minutes
    - 2023-24 Budget v Actual (7).pdf
        - $118,000 earmarked for specific purposes. Current excess reserves: $6200.
        - Recent major expenses- Fiesta Fun Fair expenses, intern stipends

- 2024-2025 Budget Proposal & vote
  - 2024-25 Proposed Budget.xlsx - Google Sheets.pdf
  - Formula error corrected in intern stipends- was calculating at 12 months and not 10 months
    - Budgeted for 10 interns, although principals are unsure they will have 10 candidates for the '24-25 school year
  - Moved some school social money to Cultural Funds- to be used at principals' discretion-
    - School socials: $600; cultural funds: $1400
  - Maker's Space budget- changed to STEAM Club
  - Also moved certain things back to grant status, instead of line item. If kept as a line item, there is much less flexibility in how the money is spent. Grant status allows for more flexibility and input from PTO community
  - Income before Grants and Programs: -$1070
    - Reminder: the funds raised in one school year are spent the following year
  - Projected amount of reserves for next year: $20,000 to be used on grant proposals, etc.
  - Motion to vote to accept the budget proposal was made by Sarah Meagher. Seconded by Sarah Taylor. Motion passed unanimously.
- Grant Proposals review and vote
  - Snacks grant
    - Teachers report they have used snacks as needed. Also have asked for snack donations through classroom communications
    - Budget was $1500; spent $800, but started in November
    - A motion was made to vote for a $1000 grant for the '24-25 school year by Jessica Chapman. Seconded by Sarah Taylor. Motion passed unanimously
  - STEM Night
    - The PTO has brought in The Works Museum to help facilitate STEM Nights the past two years.
      - $1400 this year. Prices have gone up.
    - The Work Museum has two groups of activities for the events- RSI has now experienced both groups of activities
    - Reviewed that the Principals and PTO Board discussed prior to the meeting and suggested looking at an alternate non-profit for some type of STEAM offering for next year
    - Discussion held- could vote now for a specific budget amount to be earmarked for use next year, or use the summer to research potential programs and wait until Fall to vote on specifics
      - Consensus is to wait until next the Fall
      - PTO board and a couple interested PTO members to research options
      - If you know of potential STEAM events that could be brought to the school, please email the PTO RSISPTO@gmail.com
  - Reallocate Conference Dinner funds to Staff Appreciation Lunch
    - Money donated for conference dinners includes $321.31 left unused
    - Proposal by the PTO Board made to reallocate unused funds for the upcoming Staff Appreciation Lunch hosted by the PTO board on 6/6 for all RSI staff.
    - Motion to vote made by Tiffany Knudsen. Seconded by Jessica Chapman. Motion passed unanimously.

        - Extra custodial time for Fiesta Fun Fair
            - Custodians came in over weekend after the event and did extra cleaning
            - Principals reviewed that due to budget changes, and state coding changes, extra custodial hours and operating expenses will need to come out of event proceeds moving forward
            - Principals are still looking into this currently; no grant needed at this time
        - Ideas for future grants?
            - Outdoor Classroom
                - Per Dr. Estrada, outdoor projects will need to wait for further planning due to current 3-year construction project on grounds
                - RSI has been told "no" to outdoor classroom in the past by district leadership as it needs to be equitable and met district standard of service
                    - Multiple people have noted that other schools have recently added outdoor classroom items
                    - Principals will continue to discuss with district, but could be awhile due to current construction plans
            - Add stencil games- 4 square, or other game outlines to playground Likely not enough staff supervision for another Gaga Ball pit
            - A 2nd digital piano- due to two music rooms. 1st digital piano purchased this school year via grant
- PTO Year in Review (SueLynn Junkert)
    - 2023-24 PTO Year in review
    - So much accomplished together this year! Thank you to all our volunteers

Scan code for Volunteer SignUp

- Program/Fundraiser Updates & Volunteer Needs - 6 minutes
    - Volunteer signup: https://signup.com/Group/32702953766093000/
    - Healthy Send Off (SueLynn Junkert)
        - 2 more volunteer spots available
        - Friday, 5/31, during the school day for all students
        - Classes participate in 7 different activities
    - 5th Grade Farewell (Sarah Taylor)
        - Still looking for a few volunteers
        - Can arrive 1:45; ceremony starts at 2:15pm
        - Night before, parents can do chalk art on school sidewalks to welcome students in the morning
- Open Floor (Anyone) - Remaining time to 7:30 pm
    - Principals provided update
        - RSI has been approved by the MN Dept of Education for 2 candidates in the Teacher Exchange Program. Currently in process with two candidates from Spain
            - 3 year program that can be extended to 5 years
            - Current 2nd grade teacher, Sr. Alvarado, is at RSI with this program
            - Both teachers will need temporary housing for 2-3 weeks during initial transition- 2nd/3rd week of August
            - Will need assistance setting up a bank account and getting a Soc. Sec. card.
            - Current candidates: 1 single person, and 1 married coming with spouse; no children for either candidate
            - Principals communicating this need to staff, RSI community, and would like to include former host families or RSI alum families

Upcoming Events:

☆	5/31	Healthy Send Off (in-school event)
☆	6/4	5th Grade Farewell, 2pm @ RSI
☆	6/5	Last Day of School
☆	6/7	Lost & Found Clean Out

** Friendly reminder to please check the Lost and Found (at the main entrance of the school) for any items your student(s) may be missing!

All are invited to join us for an informal social gathering at Schuller's in Golden Valley following this meeting

2023-24 RSIS PTO Board Members

Jessica Chapman & SueLynn Junkert as Co-Presidents
Toby Breuch & Tiffany Knudsen as Co-Vice Presidents
Morgan Wallace & Sarah Meagher as Co-Treasurers
Amanda Houge & Mariah Messer as Co-Secretaries

Have questions or want to get involved?

Email: rsispto@gmail.com
Facebook: facebook.com/RSISPTO
Website: https://rsi.rdale.org/families/pto
Volunteer Interest & Current Needs:
https://signup.com/Group/32702953766093000/
Online Store:squareup.com/store/rsispto