



August 18, 2025

Attendees: Sarah Sirna, Laura Richardson, Tara Pitkin, Jeff Gustafson, Ashley Crist, Stephanie Woodstrom, Kristen Coward, Katelyn Honstad, Kayla Lande, Cindy Address

Absent Board Members: Kali Sundquist

Topic	Discussion Items, Notes and Action Items
Call to order (Sarah)	<u>May meeting minutes</u> <ul style="list-style-type: none"> - Motion to approve seconded and carried - Steph to post to website
President update (Sarah, Laura)	<p>New board members</p> <ul style="list-style-type: none"> - Welcome Katelyn Honstad, member at large! <p>New teacher set up</p> <ul style="list-style-type: none"> - Three new teachers (one in SPED, one in ELT and one in Kindergarten) - Tara has already sent a Scholastic wish list request to the Kindergarten teacher and will send it to the others as well. <p>President comms preferences</p> <ul style="list-style-type: none"> - Sarah and Laura requesting that board members use the general minnewashtaelementarypto@gmail.com for all communications, and text when quick follow up is needed monitoring email is difficult during work day. - This will also ensure that communication threads are saved as leaders transition.
Fundraising update (Laura)	<p>Boosterthon (Laura)</p> <ul style="list-style-type: none"> - Meetings and planning underway with Boosterthon; comms is ready to go - Tshirts being purchased using size counts from last year - Board member volunteers are likely enough for the day; will determine later if we need additional parents to volunteer as well. - Funds will be targeted at new basketball hoops - Laura to review sponsors list on Membership Toolkit; Steph to update
Enrichment update (Jeff)	<p>Teacher communication</p> <ul style="list-style-type: none"> - Jeff and Cindy will continue last year's series of Google calendar notifications; Jeff to send the dates and text to Cindy - Flyers and documents will get updated with current budget draft numbers

	<ul style="list-style-type: none"> - Cindy will add this topic to the rolling staff agenda and the digital handbook
Principal update (Cindy)	Building updates <ul style="list-style-type: none"> - Brick walls have been updated with tiles - HVAC updates and air conditioning throughout the building - All old cabinets have been replaced - New terrazzo in the kitchen; updates to the serving line
	Other updates for this school year <ul style="list-style-type: none"> - Larger class sizes due to staff cuts <ul style="list-style-type: none"> - 4th grade english classes have 30 students each but additional supports will include additional math and literacy teaching help and additional para support. - New language arts curriculum training is complete - New Spanish language curriculum training is in progress - New social-emotional learning materials being rolled out as well - Nancy B-W will be back this year helping out, subbing across the district
Treasurer update (Kristen)	<u>2025-2026 PTO Budget Draft</u> <ul style="list-style-type: none"> - Currently have ~\$35k in the account - Kristen comfortable with current numbers given the money available - Sarah and Tara taking the lead on a Read-a-Thon this year for February (I-love-to-read month); planning to use a digital platform - Discussion board to continue having around reallocating field trip funds to be more equitable across grades (5th grade uses ~50% of field trip funds)
Event updates (Event chairs)	Kindergarten Welcome Night, August 18 (Kayla) <ul style="list-style-type: none"> - PTO will have a table with a trifold board full of info - Handouts will be available on fall events, directory, yearbooks, etc. - Kayla will set up a table for Tonka Pride merch but needs help staffing it <ul style="list-style-type: none"> - Ashley and Kristen will be there with their families
	First Week Volunteer Opportunities <ul style="list-style-type: none"> - Kayla posted to Facebook promoting all available opportunities - Kayla will post again in a few days for picture day if we don't get enough - Sarah will post on Facebook for sorting school supplies; no sign up needed.
	Spanish Book Fair (Kayla) <ul style="list-style-type: none"> - Kayla has spoken to a few vendors and will continue following for more information on how much space and time is needed and what grade levels they can support. - Ideas to explore: <ul style="list-style-type: none"> - A double book fair (but separate spaces) - Bringing the Spanish book fair to Monster Mash or another event - An online option - A district-wide multi-language book fair as it's an issue for other schools too; Laura and Sara to ask at the PTO leader meeting
Site updates (Stephanie)	Minnewashta Page on District Site <ul style="list-style-type: none"> - Steph has outlined changes including board contacts, meeting dates and membership toolkit details. Requested updates were sent to Dan Campbell

who is on paternity leave.

- **Steph** will resubmit request using official request form

Membership Toolkit

- Site is updated for the new year:
 - Students promoted to next grade level
 - Teacher list updated
 - Student list audited to remove inactive students
 - Calendar updated
 - Volunteer opportunities posted
- **Steph** to create another "parent committee" for the Book Fair