



September 16, 2025

Attendees: Sarah Sirna, Ashley Crist, Stephanie Woodstrom, Katelyn Honstad, Kali Sundquist, Erika Swanson, Emelyne King, Cindy Andress

Absent Board Members: Laura Richardson, Tara Pitkin, Jeff Gustafson, Kristen Coward, Kayla Lande

Topic	Discussion Items, Notes and Action Items
Call to order (Sarah)	<u>August meeting minutes</u> - Motion to approve seconded and carried - Steph to post to website
President updates (Sarah, Laura)	Mission and vision review - We reviewed our mission and vision statement that was refined last year. This is used as a guidepost for decision making and efforts through the year. Outdoor project updates Phase 1 – Courtyard Garden - 190 plants are in; 400 bulbs to be planted in early October. Ideas: - Invite classes to help as a class project. - Invite Minnewashta Girl Scout and Cub Scout troops to help. - Parent Colleen Lockovich leading/coordinating ongoing watering/care. - New “Garden Committee” added to Membership Toolkit to recruit volunteers - PTO will purchase new hoses and nozzles - Chicken coop no longer needed. Cindy will reach out to middle school and Clear Springs to see if either school wants it. Phase 2 – Courtyard Sculptures - PTO in partnership with Mrs. Mazingo commissioned a sculptor to create purposeful sculptures for the courtyard spaces. - Kids are voting on sketches/concepts this week and the winning concept will be built by the end of the school year. - PTO to order additional yarn for finger knitting which can be done during indoor recess days and added to the yarn tree. - PTO to address broken chair that needs to be fixed

	Phase 3 - Basketball Hoops - Boosterthon funds from this year (and likely next year) will be used to update the playground basketball hoops. PTO goal is to raise enough funds to buy two hoops this year, then raise more next year for two more hoops. Phase 4 - Bike Path - Plan to add a permanent path and fencing for a proper bike path from the front of the building for morning bikers.
	Room Parent Orientation, September 25 - 177 room parent volunteers this year - Format for this year: Sarah to present important details, then move to grade breakouts. PTO members will be available for questions. - The handbook is being updated. Board members to give it one last look - Handouts will be available, including Membership Toolkit information, Room Parent Checklist, etc. Sarah to reach out to Kayla for last year's checklist - Ashely ordered pens and post-it notes as a volunteer appreciation gesture
Fundraising updates (Laura/Kayla)	Boosterthon (Laura) - No updates. Everything on track.
	Code Ninjas (Steph) - Code Ninjas of Minnetonka is reinstating Spirit Nights with some updates: - This will only be available at the Minnetonka and Plymouth locations (not Chanhassen) - There will be many more dates from Sep 2025 through May 2026 - Each Spirit Night is open to all elementary schools in the district. - Food (usually pizza) will be provided but kids can bring their own. - Parents will sign up through the CNM website and provide their school name so that the PTO will receive 15% back for each child's enrollment - A check will be issued at the end of May 2026 - CNM provide a flyer and wants to be notified when we start communications - Kayla to post on the PTO wall, print for backpacks, and post to social
	Goldfish Swim Night (Ashley) - Goldfish Swim School Minnetonka is offering a PTO fundraising opportunity to host an "all-school swim night" at their location. - Admission costs (\$30 per family) to attend goes directly back to the PTO - PTO likes the idea, depending on: - If they can offer multiple dates since our school is so large - If they handle registration site and provide a flyer - Ashley to work with Goldfish to get more details
Event updates (Event chairs)	Spanish Book Fair (Kayla and Sarah) - Kayla is working with Lectorum, a company that has a small enough footprint to fit within a classroom. The company needs six weeks notice to

	book, so we won't be able to coordinate this in time for Fall book fair. - PTO decided to host this event alongside the family movie night on Jan 9. This aligns nicely with other events (comes after first graders sign their spanish contracts in December and before I love to read month in February). - If January 9 works for Lectorum, we would set it up in the commons or the hallway outside the gym where the movie is playing. - Sarah and Kayla to confirm they can be available on January 9.
	Monster Mash, October 24 (Steph, Laura) - Date, space and equipment all reserved. - Idea to hang lights in the updated courtyard and urge families to check it out. - Steph to work with Laura to get contacts to book DJ, food trucks, and llamas - Steph to buy apples again from the Arboretum - Ashley to email committee volunteers to determine their interest/level of participation and set up a coffee get together for more planning.
	Parent committees - How to engage the parents - Ashley does the initial outreach to share the details and find out how they want to get involved, copying the event/activity lead - Create a garden/courtyard committee - Create a sports night committee - Comms needed because many parents haven't seen this yet - Need to do a push at curriculum night on Membership Toolkit - Boosterthon
Communications updates (Kayla/Steph)	Membership Toolkit Classroom Assignments - Before starting to update each students teacher assignment (a very manual process) Cindy offered to send another standalone email encouraging parents to make this update first. - Steph to send the copy for Cindy to use - Steph to get the list of students by classroom/teacher.
Enrichment update (Jeff)	Program documentation - Program overview video – removed references to the "newness" of the split budgets, any reference to the year, and Jeff's email address so as to make this more evergreen for years to come - Program overview flyer (with budgets) - Enrichment feedback survey – new this year
	Anne McGinn, Advanced Learning Teacher - Requesting \$176 for supplies for independent investigation - Motion to approve seconded and carried
Principal update (Cindy)	Open Para Positions - Three full-time para openings; benefit eligible positions - Cindy asking for help spreading the word
Treasurer update (Kristen)	2025-2026 PTO Budget Draft - Removed generic 'Field Trip' line item.

	- Removed Courtyard Funds line item from last year and replaced it with Basketball Hoops line item and increased the amount to \$20,000 for our Boosterthon goal. - Increased Staff Appreciation to \$10,000 for 25-26 school year. - Updated 25-26 class counts per grade level for enrichment allocation. - Budget will be revised once more at the end of the fiscal year
	Vote on approval of 2025-2026 PTO Budget Draft - Motion to approve seconded and carried
Commonly used documents	Event dates
	Board contacts
	Room parent contacts