

Aspen Ridge Elementary PTO Meeting Minutes 9/15/26



- Call to Order
 - Organizational meeting of the Aspen Ridge Elementary PTO was called to order by Kim Ollinger, Interim PTO President, at 6:00 p.m. on 9/15/26 in the library at Aspen Ridge Elementary School in Maple Grove, MN.
 - Attendees:
 - See sign-in sheet
 - A quorum was present
- Introductions
- Principal updates
 - We made it through the first week of school!
 - Fall conferences in two weeks
 - Bring students to fall conferences
 - Studio learning is a work in progress
 - Students connecting through international service project
 - School supply drive for a school in Mexico
 - One 5th grader from each school will go on delivery trip
 - Leader in Me
 - Staff training - completed this summer
 - Patrick will ask district if AR can implement Leader in Me curriculum in Year 2
 - Patrick wants to do an education session with parents/families at PTO meeting - October 2026 meeting scheduled
 - Will also engage student voice/thoughts on Leader in Me
 - Patrick will go to the district to ask for approval to implement it end of this year (will bring support of parents, families and students)
- Volunteer Coordinator updates and volunteer needs

- Working on filling consistent volunteers into slots first before other volunteers
- Discussed current volunteer needs:
 - Lunch room volunteers for October
 - Library - looking for consistent help
 - Laminating volunteers
 - Classroom volunteers - working on how this will be managed
 - Safety patrol parents
- Update on PTO status and next steps on roadmap
 - Communicated that we are officially have 501(c)3 status
 - Communicated and reviewed the need to apply for Minnesota registrations (MN Attorney General and Dept. of Revenue)
 - Motioned to move forward with this application process as presented
 - First Motion - Jason Young
 - Second Motion - Emily Pederson
 - Vote: Unanimously approved
 - Board will move forward with applying for Minnesota registrations.
- PTO board election timeline
 - Introduced interim board positions, discussed election process, nominations, voting, etc.
 - Communicated to submit nominations to Patrick's email (including current interim board)
 - Name, contact information and what position you are interested in
 - Also will send this out in weekly school newsletter email
 - Discussed the importance of having committees (e.g. carnival, hospitality)
 - Discussed Conflict of Interest form for new attendees, will figure out a way to capture new board members
- Treasurer Report
 - Tracking and reimbursement process
 - Starting the process on budgeting, expense reimbursement, etc.
 - Future Budget planning

- Discussed how we need a draft budget in March and will vote on budget in April for the following year
- Fundraising
 - Dine to Donate events (Emily leading)
 - Decided to move forward with Frankie's for the first D2D
 - Discussed if anyone is interested in supporting Emily with D2D, they should email aspenridgepto@gmail.com if they are
 - Fun Run Timeline (Kim and Candice leading)
 - This will be our big fundraiser for the year
 - Will have it inside, in the gym and ideally before we plan the budget for 2027 school year
 - Parents can attend and sit in the bleachers
 - Sponsorships/business donations
 - We have a donation seeking letter template
 - Mabel's Labels
 - To date we have raised \$141
 - We need to order thank you cards to sign and distribute to donators, etc.
 - Spirit-wear
 - \$3/item goes to PTO
 - Should PTO members get shirts?
- Bookfair
 - Fall book fair dates need to be decided
 - Winter book fair is scheduled for the week of 2/1
 - Summer reading book fair dates need to be decided
 - Need to pull permits for district for flex rooms (permits for following year are due in May)
 - Need to reserve flex rooms
- Teacher/staff hospitality
 - Recapped Frankie's staff dinner and staff breakfast
 - We are nominating Fernbrook for Frankie's December meal donation
 - Discussed providing conference meals for teachers
 - Hospitality committee to chair meals (e.g. potluck)

- Community Events
 - Recapped kindergarten night with popsicles, back to school night, chalk the walks
 - Discussed hosting family movie night
 - Table until next meeting
- Community engagement
 - Discussed ideas for future meetings, speakers/topics
 - How is studio learning going?
 - Team leads to come to next PTO board meeting for a learning session
 - Next PTO date: Tues 10/20 at 6pm
 - PTO meetings are the 3rd Tuesday at 6pm through Jan 2027
 - Will outreach to other PTOs for ideas
- Other ideas/business
 - Discussed possibility of parents eating with kids at lunch
 - Space concerns
 - Tabling for now
- Connect with PTO:
 - Email: aspenridgepto@gmail.com
 - Social Media: Follow us on Facebook and Instagram
 - Want to get more engagement/followers
 - Ask Jen Marsh to help promote by sending out social media links in Bare Necessities
- Adjourn
 - Motioned to adjourn the organizational meeting of the Aspen Ridge PTO
 - First Motion: Kim Ollinger
 - Second Motion: Becky Lauseng
 - Vote outcome - Unanimously approved
 - The organizational meeting of the Aspen Ridge Elementary PTO was adjourned at 7:45 p.m. on 9/15/26 in the library at Aspen Ridge Elementary School in Maple Grove, MN.