**PTO Meeting Minutes**

**Deerfield Elementary School**

**February 13, 2019**

**Deerfield Elementary IMC**

**Attendees:**  Pat Chua, Rebecca Schultz, Jennifer Hahn, Jenny Anderson, Aime Hruby, Keleigh Gassen, Angela Behm, Sarah Hart, Erin Bunbury-Novak, Shelby Westover, Karen Olson, Geri Waack, Michelle Schwab, Missy Felio, Kim McAloon

**Call Meeting to Order:** - Sarah called the meeting to order at 6:30 pm

**Approval of Minutes from January 2019 Meeting** – Erin motioned to approve the minutes.

**Presidents’ Report:** Sarah Hart

* 4K and 5K registration coming up in the next few weeks
	+ Sarah will attend and talk about PTO and what we do

**Treasurer’s Report:** Rebecca Schultz

* Current Budget
	+ Babysitting and Opera for the Young deposit
		- $20, $700 (final payment)
	+ $275 in vendor deposits for the craft fair
	+ $31,544.94 balance
	+ Added $500 from enrichment budget into the Spring Fling dance Budget
	+ $2350 left in the Enrichment Budget, much of this will remain for next year

**Principal’s Report:** Melinda Kamrath

* Outdoor Sign Plans
	+ Still waiting on final quote
* Playground Sun Shades
	+ Lee Recreation is sending examples and quotes
* Enrichment Programs
	+ Opera for the Young April 15th 1:30 and 6:30
* High Five Toppings
	+ There are leftover ice cream and toppings from the Sundaes and Stories event
	+ The High-Five committee can use it, just contact Melinda when the event gets closer

**Committee Reports**

* Christmas in the Country Craft Fair – Shelby Westover, Wendy Cole, Missy Felio, Michelle Schwab, Karen Olson
	+ Checklists were updated last month
	+ Will need more volunteers going forward
	+ Karen Olson is going to help as well
	+ Sarah says she can jump in and help the vendor if someone else wants to do the raffle
	+ Shelby has one more year (2019)
	+ Will discuss closer to the event
* Craft Fair Raffle – Sarah Hart, Sarah Paoli
	+ No new topics
* Culvers Share Night – Kate Brattlie
	+ Scheduled for April 9th
	+ Grade level competition
		- Kids will bring their teacher names and Culvers will pick the winning grade level to have a custard party
	+ Scoopie will be there as well
* Pizza for Conferences – Michelle Schwab
	+ March 14th and March 19th
	+ Jen Lees is going to pick up again
	+ Form is going out next Tuesday in the folders
	+ Due date either Friday or the Monday before
	+ Send home a second form a week or so before for those that may have been misplaced
* Spring Fling Dance – Sarah Hart, Missy Felio
	+ Meeting tonight after this meeting to talk through the plans for the dance
	+ Will not be a fundraiser
	+ May have a goodwill donation type box
	+ More information next month
	+ April 5th is the event
* Clothing Fundraiser – Rebecca Schultz, Tracy Curtis, Keleigh Gassen
	+ May consider moving this to the beginning of the school year
		- Prior to homecoming and Deerfield dress up days (Week of October 11th)
		- Maybe have a longer sale
	+ Consider hosting 2 with different types of clothing (fall, winter)
	+ Could have a note at the registration if Spirit Week is early
	+ Maybe have displays at registration
* School Kidz - Kim Klein, Kate Brattlie
	+ No new topics
* High Five Event – Sarah Hart, Victoria Larson
	+ Will need to verify the date based on the snow days
* Teacher Appreciation Week – Allison Ledbury, Rebecca Schultz, Michelle Schwab
	+ April 29-May 3
	+ Bring some updates/plan to the March meeting if possible
* Supply Drive – Kim McAloon
	+ List has been posted and is getting a lot of volunteers already
	+ Supplies due 2/26

**Teacher’s Report**

* No new topics

**Other Business**

* Wall Murals
	+ 6th grade student council have been having conversations about this
	+ Voted on designs, some were submitted by the students
	+ Many of the designs were free
	+ Some teachers are willing to cut them out of crickets
	+ Some will be in vinyl
	+ Some will be posters
		- Posters will be a good test before we go to vinyl, see how they stick and if they are left alone
	+ Need to go over ideas with Mrs. Kamrath to get approval
	+ Not sure about funding needs yet
		- May need to purchase vinyl
		- Committee will let us know what is needed
* Parents night out
	+ Another group is doing this activity in the near future
	+ Something for PTO to consider
	+ Cambridge does this via CAP
	+ Could try one event and see how it goes
	+ Geri will check with Mrs. Jensen to see how this would work/if its possible. Mrs. Jensen has been involved with the other groups’ events
	+ Karen Olson will help
* BP Fundraiser
	+ Angela has been speaking with the owners
	+ Very specific rules on the wrapping and the organization
	+ BP is working on something with Lake Mills
	+ Cannot be specific to PTO
	+ BP owner wants to speak with school officials, Angela will help coordinate a conversation
	+ They are very interested in participating with us
* Scrip
	+ Angela had a webinar with Scrip
	+ Cottage Grove PTO didn’t reply
	+ Purchase gift cards in advance, kept in a binder
	+ Parents would plan in advance for what gift cards they need, purchase them, PTO would get a kick back
	+ PTO would need to cover shipping and handling if we don’t want to manage a binder
	+ Coordination would be a lot of work, but the % kick backs are pretty high
	+ Could try it once and see how it goes, maybe around Thanksgiving
	+ The school will probably prefer parents don’t pick them up from the office
		- Sarah will chat with Melinda
	+ Angela will get some more information/examples
	+ The PTO/PTA Facebook page some people are on has a lot of examples as well
* Ragnar
	+ Rebecca will get the info sheet to Kim

**Meeting Adjourned at 7:43 pm**