

PTO Meeting Minutes

11/09/2020

- 1) Meeting called to order
 - a) The November virtual meeting was called to order by President Jan Hansen.
 - i) No new members present to introduce to the group.
 - b) Members present: Melanie Biesterfeld, Anne Earsley, Kim Hruby, Amanda Anstrom, Jen Garlie, Debbie Jans
 - c) Teachers present: Mrs. Knutson, Mrs. Martinson, Mrs. Mund
- 2) Agenda
 - a) The November agenda was reviewed.
 - i) No changes or additions to the agenda.
- 3) Approval of prior meeting minutes
 - a) The October 2020 minutes were reviewed by the group. Anne E. motioned to approve the minutes as written. Melanie B. seconded. Motion passed unanimously; minutes approved as written.
- 4) Principals'/Teachers' Report
 - a) Mrs. Martinson talked about LEGO coming to the school. The plan is to have the LEGO rep come to a PTO meeting this winter to present his ideas.
- 5) President Report/Old Business
 - a) Jan gave \$25 gift cards to both principals for National Principals month. They were both very appreciative.
 - b) K cups for the teacher's lounge were purchased and delivered.
 - c) Jan braved the cold and had a PTO trunk or treat booth downtown for Halloween. \$30 was spent on candy for the trick or treaters.
 - d) Jan checked on the possibility of a Butterbraids fundraiser. Mrs. Martinson and FCCLA are currently selling braids so possible in the spring PTO will sell.
- 6) Vice President Report
 - a) Nothing new to report.
- 7) Treasurer's report:
 - a) Current balance is \$3,209.04
 - i) Balance does not include Halloween candy cost and other outstanding receipts.
- 8) New Business:
 - a) Music department bake sale order forms are set to go out November 25
 - i) Order forms are due December 10
 - ii) Shelly Porter has volunteered to make Kuchen for the bake sale. Bake sale order forms will now have 5 options: puppy chow, Chex mix, Caramel rolls, sugar cookies with frosting, and kuchen.
 - iii) Mrs. Wood gave permission to use the school foyer for a pickup spot for bake sale items
 - iv) December music programs for both elementary and high school will be virtual or pre-recorded
 - b) Book fair sales were down from previous years. PTO made \$125 in sales
 - i) Small discussion on possibly doing a book fair at the hall if the Covid situation continues into next year
 - c) Christmas wish list for the teachers
 - i) No tree with teacher wish lists this year due to parents not being able to come into the school
 - ii) Jan will email Mrs. Wood to find other options for helping teachers with their wish lists
 - iii) Other ideas for teacher wish lists include posting a list online for parents to see or have teachers do a small video on what they need and post it on Facebook

- iv) All donations to the teachers can be dropped off at the school office
 - d) November 28th is the Festival of Lights event at the Wilton pond. An alternative date of December 12th is set in case the pond is not frozen.
 - i) Anne E. and Melanie B. will make reindeer food in a bag and hand out during the event
 - e) Wilton Miners Apparel fundraiser
 - i) Sparkle City has agreed to help PTO with a Wilton Miner's apparel fundraiser
 - ii) PTO will make \$5 on each tee, onesie, and mask sale and \$10 on sweatshirts, joggers, leggings.
 - iii) Order forms and apparel options have been created. Order forms will be sent out with students Thursday.
 - iv) Order forms are due the Monday after Thanksgiving
 - v) Orders will be ready before Christmas break. Orders will be picked up at the school
 - vi) A link to order will be available on the Sparkle City website
 - vii) Jan will ask to have Wilton apparel examples available on her website
 - f) Mrs. Wood wants to create a relaxation room to help teachers take a breather during the day. Lots of stress in the school right now so she wants to create a spot teachers can go to rest. She has asked PTO to purchase a heat & message chair for \$186.98.
 - i) PTO is worried purchasing this gift may cut into the budget for gift cards for all the teachers for Christmas
 - ii) Debbie J motions No chair and yes to Christmas gift cards. Anne E Seconded the motion. Motion passed unanimously.
 - iii) It was suggested instead we create a poll to the teachers of what they would like
 - iv) Jan will email Mrs. Wood to seek more info on relaxation room and will discuss at next meeting.
- 9) Items that Need to be Discussed via Email, Text, or Next Meeting
- a) Wilton Miner clothes fundraiser
 - b) Volunteers to bake items for bake sale
- 10) Next Meeting:
- a) Monday, December 14 via Teams
 - b) Public is welcome to attend
- 11) Meeting adjourned by current President, Jan Hansen