

# **Hugo & Oneka PTA**

## **PTA. Every Child. One Voice.**

Meeting Minutes - **Approved 1/13/20**

November 25, 2019 - 6:00pm

Hugo Media Center

**Call to order: 5:59 by Angela Thompson**

**Quorum met!**

**Board Members in Attendance:** Lori Mosser (Oneka Principal), Angela Thompson (President), Chrissi Miller (Vice President), Katie Jones (Secretary), Toni Brandvold (Kindergarten/Co-Treasurer), Lauren Schleicher (Co-Treasurer)

**PTA Member Attendees:** Michelle Allshouse, Christi Anthony, Brian Cern, Becca Engberg, Kari Milhofer, Molly Carruthers

**District Non Member Attendees:** Brian Morris (Hugo Principal), Beth Englund (2nd Grade), Stacy Christianson (Kindergarten), Janie Briggs (1st Grade), Colleen Kopp (4th Grade), Brita Larson (K-1 Spanish)

**Non Member Attendees:** Cassandra Gomez, Abbey Hoisington, Julie Steffensmeir, Ethan Carruthers, Matt Deedrick (Boosterthon), Nicole Friedlein (Boosterthon)

### **1. President's Welcome & Introductions**

- We shared our names, roles, and students' grades.

### **2. Glow Bears - Winter Event/Fundraiser**

- Matt Deedrick & Nicole Friedlein - Boosterthon
  - Glow Run presentation
    - Help with volunteer/donor fatigue
    - Connect with an online platform
    - Jan. 14th Kick-off pep rally to boost morale and get started
    - Team days 1-6
      - character building (Wild West theme)
      - celebrate and include ALL students
      - Pledge-o-meter
        - whole class/school celebrates accomplishments
    - Glow Bears Fun Run - Jan. 24th
      - big celebration - all participate (if able)
      - one run at Hugo; one at Oneka (separate times)
      - every student gets a t-shirt courtesy of the PTA/local sponsors
      - lap-counter on shirts for completing run laps

- Staff Involvement
  - teacher meetings
  - teacher packets and resources to use, if desired
  - drop-in visits for team building/teaching
  - team will be helping teachers during “off” times
- Student & Parent/Guardian Involvement
  - connect students with sponsors
  - follow-up on character-building
  - cheer on students at Glow Run
- If raise enough money in this fundraiser, we are hoping to reuse the shirts and offer an all school/community Color Run in the Spring.
- Christi Anthony is seeking connections to parents who may have businesses to help with sponsorship for t-shirts.
  - email her at [christianthony81@gmail.com](mailto:christianthony81@gmail.com)
  - extra revenue (above and beyond t-shirt costs) 100% directly into our fundraising efforts

### **3. Secretary’s Report - Katie Jones**

- Approve October meeting minutes
  - Angela Thompson made a motion to approve
  - Motion was seconded by Lori Mosser and Brian Cern
  - Members voted - October minutes were approved!

### **4. Treasurer’s Report - Lauren Schleicher**

- Current budget by the numbers:
  - Budgeted Expenses: \$52,680.00
  - Actual Expenses YTD: \$15,513.03
  - Projected Income: \$52,680.00
  - Actual Income YTD: \$13,581.60
  - Needed to cover budgeted expenses: \$39,098.40
- Fall Fundraiser Update
  - Total deposits: \$16,833.85
  - Expenses: \$1,532.25
  - NET Income: \$15,301.60
  - Short by \$9,698.40
  - Thanks to volunteers, as many donation receipts as possible were emailed.
    - If anyone requests a donation receipt, please email [hugoonekaptatreasurer@gmail.com](mailto:hugoonekaptatreasurer@gmail.com).
  - Special thank you to the amazing volunteers who spent hours stuffing envelopes, helping with paperwork, assembling brag tags, and much more!
    - They include: Nicole Dreher, Becca Engberg, Katie Solem, Michelle Burbach, Julie Steffensmeier, Elizabeth Bovee, and Katie Jones. Thank you!
- Book Fair
  - Book fairs are zero cash income events.
  - Any cash that we deposit goes directly to Scholastic and we are fully paid

out in Scholastic dollars.

- Total cash deposits: \$5,734.29
- Scholastic dollar balance - future use options?
  - All School Book Clubs
  - Incoming Kindergarten books
  - Books for food bags
- Scholastic dollars are not limited like teacher reward points.
  - We are working with Scholastic rep, so we can get bulk deals.
- If agreed, we can assess current school needs and wishes and develop a plan in January.
  - Agreed to move forward with finding out more details.
- Tax Return
  - 2018-19 Fiscal Year Tax Return has been completed.
    - Signed tonight and mailed
  - Minnesota Annual Report with \$25 filing fee ready to go.
- Approve the November budget
  - Motion made by Michelle Allshouse
  - Motion seconded by Molly Carruthers
  - Members voted - budget approved!

## 5. Principals' Reports

- Brian Morris (Hugo)
  - Turkey artwork replaced Halloween artwork in hallways.
  - Climb Theatre was here for an all school assembly.
  - Nervana Yang presented on hmong culture.
  - Kindergarten students decoding words with CVC patterns.
  - 1st grade students are working on math mountains.
  - Teachers are digging into new reading and writing curriculum.
    - observed MV teachers who are already using the curriculum
- Lori Mosser (Oneka)
  - Girls on the Run - fall after school program for ~21 3rd-5th grade girls
    - girls and running buddies ran a 5K on Nov. 10th at the Mall of America
    - great program for girls - focuses on running, but also works on girl power/leadership
    - there will be a new group, with new curriculum, in the spring
  - Project Based Learning
    - looking to get teachers trained
    - students focus on exploring their passions
  - Celebrating teachers
    - recognizing the amazing work that they do
  - Holiday Angel Program
    - help support student needs
    - looking for donations
      - monetary and gently used items, especially winter wear

## **6. President's Report - Angela Thompson**

Angela shared her gratitude for serving on the PTA. She will be stepping down from her role as PTA president, effective December 31, 2019, as she will be sworn in on the WBL school board in January. We celebrated her two years of service as both Vice President (winter/spring of 2018 and as president for the 2018-2019 school year and for the fall of 2019). Thank you Angela for your commitment and efforts to the Hugo/Oneka PTA! We are looking forward to the great things you will do to help support our schools while serving on the school board!

## **7. Committee Chair Reports**

- Halloween Candy Buy Back - Katie Jones
  - Hugo/Oneka collected 481 pounds of candy!
  - Signature Orthodontics is still working to determine the winning school.
    - considering the schools' enrollment numbers
    - should know by the beginning of December
  - Half of our candy stayed with Signature Ortho. to be donated to the Ronald McDonald House.
  - The other half was taken to Hugo City Hall to be donated to the Yellow Ribbon Network (military troops/families).
  - Check out the photo in the Nov. 21st edition of The Citizen newspaper!
- Oneka Book Fair - Kari Milhofer
  - Wrap-up Report
    - Fall book fair is the biggest of three book fairs.
    - Sold \$12,700 in books/media.
    - Spent ~\$3,500 in books for teachers' classrooms and media centers.
    - Kari discussed needing to push EWallet
      - not going to be tax-exempt moving forward
        - harder for kids to understand pricing with added tax
      - avoid sending cash back and forth with students
      - Julie Steffensmeier shared her support for using this year with her daughter - very easy and slick to use.
- Box Tops - Katie Solem (unable to attend, but shared an emailed update)
  - Completed our first Box Top submission for the year, collecting \$351.40 through clipped Box Tops and \$80.60 through electronic submissions.
  - We will be having a school-wide goal (Oneka and Hugo combined) to reach \$1000 by the end of February. If we accomplish this goal, each classroom will receive a popcorn party!
- Glow Bears Fun Run - Christi Anthony
  - January 14 (kickoff day) - 17 & 21 - 24 (Glow Run Day), 2020
  - Matt and Nicole from Boosterthon confirmed that the Hugo gym would be big enough for glow run.
  - Christi was seeking information from principals/teachers about students who may not be able to participate, so she/team can make accommodations.
  - Need more donors for t-shirts!

- need ~\$3,500 by Dec. 10th (t-shirt deadline)
  - shirts will have business logos/names
  - suggestion to connect with new restaurants - Dunkin', Red Luna, etc.
  - reminder that members of Thrivent can donate/match funds
- Yearbook - Michelle Allshouse
  - Portrait library has been uploaded.
    - Michelle will connect with Kristy and Joelle (office) to get class lists to confirm names.
- Saints North PTA Sponsored Skate Night
  - February 6, 2020 6pm - 8pm
  - Should we come up with a theme? or a catch phrase?
    - email us with ideas
- Hugo Book Fair - Lauren Schleicher & Katie Jones
  - February 18-21, 2020
    - new chairpeople
      - former chair Sue Olsen (Hugo Media Specialist) and Kari Milhofer will be great resources
    - will be looking for volunteers
      - fun and easy!
    - jungle theme
- Color Run - Christi Anthony
  - Date tentatively on the calendar as Saturday, May 2nd.
    - decided that with other holidays, this is the best option
    - need to call City Hall to confirm
  - Boosterthon will help out and allow us to use their props.
    - suggestion to use Sign-Up Genius to seek specific help

## 8. Funding Requests

- Becca Enberg - Fall 2020 Gala
  - Presented ideas/findings at Nov. 4th PTA board meeting.
  - Shared information on possible Gala for fall of 20-21 school year.
  - Not requesting funds at this time.
    - Still researching/determining best options
  - Top venue choices
    - Rudy's \$500 deposit
    - Manitou Station - no deposit
    - Armory - a lot more work for set-up; not ideal for 1st year
  - Looking at a Friday night in September 2020.
  - Social event, dinner, silent and live auction, ask at the end
  - Admittance ticket
  - Involve students
    - video and artwork
  - Would likely replace fall fundraiser for 20-21
    - depending on success, could potentially replace other fundraisers in the future

## 9. Open Forum

- Christi Anthony shared that her sister is a realtor in San Diego where she donates money, based on sales, to local organizations/schools.
  - Could we create a similar partnership with local businesses?
- Michelle Allshouse asked about how PTA will work when a new Hugo Elementary school opens in 2022.
  - separate schools; separate PTAs
  - will need to work with MN PTA about our bank account issue
  - will need to consider Yearbook planning
    - have to sign a contract ahead of school year

## 10. Attendance Drawings

- Target - Katie Jones
- Grundhofer's - Abbey Hoisington
- Oneka Parking Spot - not given out this month (overlooked)

**Motion made by Angela Thompson to adjourn the meeting**

**Seconded by Lauren Schleicher**

**Meeting Adjourned: 7:11**

**Thank you for your time and dedication to helping our students, staff, and schools! We appreciate your thoughts, help, and commitment! Please join the PTA and give action to your voice; WE need you on our team! Membership forms available at all meetings, and also on our all new website: [www.hugoonekapta.org](http://www.hugoonekapta.org). Check it out!!**

**FREE CHILDCARE PROVIDED DURING EVERY MEETING!!**

***Happy Holidays!***

***The PTA does not formally meet in the month of December.***

***We will see you in 2020!***

**Next PTA Meeting:**

**Monday, January 13, 2019 at 6:00 pm**

**Oneka Elementary Media Center**

