

# **Hugo & Oneka PTA**

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

Meeting Minutes - **Approved 5/18/20**

April 27th, 2020 - 6:00pm

Online Zoom Meeting

**Call to order: 6:04 by Becca Engberg**

**Quorum met!**

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

**PTA Member Attendees:** Michelle Allshouse, Christi Anthony, Molly Carruthers, Brian Cern, Kari Milhoffer

**District Member Attendees:** Katie Solem- 4th grade

**District Non Member Attendees:**

**Non Member Attendees:**

### **1. President's Welcome & Introductions - Becca Engberg**

### **2. Secretary's Report - Katie Jones**

- Approve February meeting minutes
- Lauren Schleicher made a motion to approve.
- Chrissi Miller seconded the motion.
  - Members voted - February minutes were approved!
    - Minutes will be posted on both the school and PTA websites.

### **3. Treasurer's Report - Lauren Schleicher**

- Special Funding Request - Karen Voss - School Psychologist
  - \$300 to purchase Dick Blick art materials for art therapy lessons for approx. 30 students with social and emotional needs - VOTE
  - Lauren Schleicher made a motion to approve.
  - Michelle Allshouse seconded the motion.
  - Members voted - motion approved!
- Treasurer's Report
  - Current budget by the numbers:
    - Budgeted Expenses: \$52,680.00
    - Actual Expenses YTD: \$28,503.21
    - Projected Income: \$52,680.00
    - Actual Income YTD: \$49,745.61

- Needed to cover budgeted expenses: \$2,934.39
- Income Updates
  - Legionville remit - previously cancelled camp reimbursement - \$610
  - Corporate matches - \$120
  - Theater night out - \$11
- Expense Updates
  - Classroom Support - \$6,564.94 total (over \$5,400 remaining)
  - Operating Expenses - \$165 for insurance for 20-21 school year
  - Special Funding Requests - \$1,523.06 - fulfills all SFR we have approved so far
- 2020-2021 Budget Update
  - Single fundraiser next year.
  - Planning meeting to review Treasurer recommendations and develop final budget
    - Meeting scheduled for Monday, May 11 at 6 pm
    - All are welcome to take part. Zoom meeting invitation forthcoming
  - Final budget will need to be voted upon at May meeting
- Michelle Allshouse made a motion to approve the budget.
- Christi Anthony seconded the motion.
- Budget approved!

#### **4. Principals' Reports**

- Brian Morris (Hugo)
  - Teachers are sad, but supportive of not returning to school.
  - Friday (5/1) and Monday (5/4) are teacher preparation days for the culmination of the school year.
  - Kindergarten enrollment is looking to be slightly higher than this year, but not likely enough students to add another classroom.
  - Tomorrow (4/28) a Hugo video will be sent to incoming kindergarten students' families.
- Lori Mosser (Oneka)
  - Teachers are doing a great job interacting with students and families.
  - Parade was fantastic.
  - Working on 5th grade graduation.
    - How can PTA help?
    - \$250 budgeted
      - Let PTA know, if more funding is needed.
      - Lori said that the committee is brainstorming ideas - certificate to get ice cream.
        - Suggestion to reach out to Cup and Cone for a treat.
  - Research says that will not be a big learning loss and teachers will catch students' back up in the fall.
  - Anticipating that the fall "welcome back" will be AWESOME!!

## 5. President's Report - Becca Engberg

- Color Run cancelled - May 2nd
  - Reallocation of operating costs to Hugo Good Neighbors Food Shelf
    - Operating costs of \$1,160
  - Becca Engberg made a motion to approve reallocation of funding.
  - Chrissi Miller seconded the motion.
  - All members voted and the motion was approved!
- Proposal of unused 2020 funds to support teachers/honor Teacher Appreciation
  - Proposal - move \$6,000 in funds from other budget lines as listed below:

Line Item	Total Budget	Current Balance	Moving to teacher support	Balance after moving \$
Admin. Disc. Staff Support	\$300.00	\$300.00	\$300.00	\$0.00
All School Book Clubs	\$2,200.00	\$1,214.44	\$1,200.00	\$14.44
K-1 Assembly	\$700.00	\$700.00	\$700.00	\$0.00
Scholarships	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
Special Funding Requests	\$4,430.00	\$2,700.90	\$1,600.00	\$1,100.94
Staff Appreciation	\$1,600.00	\$1,204.00	\$1,200.00	\$4.00
		<b>TOTAL</b>	<b>\$6,000.00</b>	

- This proposal would give each of the 60 teachers \$100 extra funding.
- Teachers can use this special funding in '19-'20 or '20-'21 school year as distance learning support or to welcome students back in the fall.
  - \$200 given to support teachers annually does not carry over from school year to school year.
- Lauren Schleicher made a motion to reallocate funds to support teachers.
- Becca Engberg seconded the motion.
- Members voted; motion approved!
- We need to state a deadline for the '19-'20 teacher reimbursements.
  - Lauren suggested May 15th and will reach out to the staff with a balance update and deadline announcement.
- 2020-2021 PTA Board
  - Vote MUST be in-person
    - Emergency by-laws state that we can vote remotely, if necessary.
      - The current board is proposing that we hold online elections at the May 18th open meeting.
      - Current members can hold onto their positions for an extended period of time. However, one of the current board members may not be present next year.
      - Allow time to transition new people into new positions.
      - Need to allow a 10 day notice to current members.

- Nominations can be made at the meeting.
- Will reach-out to those who showed interest to reconfirm.
- Budget Planning - Monday, May 11th
- Final Meeting - Monday, May 18th

## **6. Committee Chair Reports**

- Yearbook - Michelle Allshouse
  - Michelle emailed Kristy Rockford and Joelle Sather (building admins) to give an update on the yearbook.
  - LifeTouch is hoping to have yearbooks printed and to schools by the end of May.
    - Michelle is trying to have them ready for end-of-the-year parent/family connection at schools to not require another trip.
  - We did not reach a contract deal.
    - Not a big deal with everything going on.
    - Will cost slightly more.
  - Michelle ordered ~25 extra yearbooks.
    - Checks can be written to the PTA.

**Becca Engberg made a motion to adjourn the meeting.**

**Seconded by Lauren Schleicher.**

**Meeting Adjourned: 6:36**

**Thank you for your time and dedication to helping our students, staff, and schools!**  
**We appreciate your thoughts, help, and commitment!**

