Galtier PTO Meeting Minutes and Next Steps
November 13, 2019

Votes and decisions

- $250 approved to buy all 2nd graders a U.S. wall map and all 4th graders a world wall map. We have many kids who don’t have access to maps and it would be a fun thing for them to take home and learn about places beyond Minnesota.

- $100 approved to buy PTO cell phone plan that we can use to set up a Venmo account. Venmo can make it easier to collect more donations to PTO. There are concerns about logistics, so Pete Gaffney will work with Heather Autey to figure that out.

- Decision made to not actively request donations from PTO members to offset child care cost at meetings. If people want to donate to help cover these costs, they can reach out to the PTO board anytime: galtierpto@gmail.com or any of the board members.

- $2,550 approved to fund upfront teacher mini-grants to 17 teachers/staff at $150/each, not requiring them to submit an application to request the funds. The teacher feedback around this idea was very positive and the PTO wanted to trust that they know best where to spend the money. Teachers will be requested to send PTO a note or picture showing what they did with the money.

- Decision was made to partner with Odd Couple Realty, who has offered to provide funds for a Little Free Library. Mr. Ratzloff was consulted previously, and he’d like to get kids involved in designing and creating the library.

Meeting minutes

Introductions

Budget - Carrie/Amy - until 6:00

Money raised since last meeting (bake sale, other)

- Bake sale and harvest fest donations = $2700.07 raised. We have spent more than we have made. Buses are expensive for field trips. If we stick to what has been proposed, we will break even.

Updated budget and available money

- The projected revenue from this year’s fundraisers should go toward next year’s expenses.
- We will find out in February whether we are granted the Wege grant.
- Pending expenses: buses, proposed field trips.
- Projected vs spend: we don’t know exactly how much the buses will cost. It depends on gas, distance and whether the driver has to stay and wait for the kids.
- The “spent” on the graph refers to allocated, not necessarily actually spent yet.
- Is it required to use district buses? Yes. We can’t find other vendors.
Proposal and vote to reallocate funds to be able to spend more on field trips this year, and build in a line item for PTO initiatives (e.g. maps)

Vote: Should we spend $400 on maps?  -Clayton
- Clayton - would like to do this every year. Buy every 2nd a U.S. wall map and 4th grader a world wall map.
- Amy - I can find the US maps for cheaper. We could get them from the dollar store.
- If you buy them bulk, you can go online and get them cheaper.
- Where did the idea come from? We have a lot of kids that don't have access to books and other stuff and it would be a fun thing for kids to take home.
- Does it tie into the curriculum? 2nd graders are learning U.S. capitals. 4th graders are learning latitudes and longitudes.
- You can get free Minnesota state maps from ExploreMN.
- Having maps on the wall helps kids think beyond their small world and grow. Can we get them at a lower cost? We have 35 second graders and 27 fourth graders.
- Can we order for two years at once to get the bulk deal? Concern is to keep track of them for a year.
- What else is this money supposed to be spent on? It's a new pot and this year it's not for anything specific. We separated these funds from teacher mini-grants.
- PTO board approves $250 for all maps.

Vote: Should we create a Venmo account for the PTO?  - Amy/Pete
- Venmo can make it easier to donate money to PTO. Concerns about how to logistically do it. You need an actual phone to have a Venmo account. You can probably get one for $100/year and we want to get a separate checking account so all the online services would be tied to an account that is separated from our normal account. For proper accounting standards, we would want that separate so that the account where we write checks and is attached to an online merchant does not have access to all our funds.
- Can we ask Odd Couple to help us fund the $100/year, e.g. from hot chocolate stand.
- PayPal Me is another option. Heather - I recommend we think about it further.
- Pete and Heather will connect to explore further.
- Suggestion to have a locked cabinet in the family room for the phone.
- PTO approves $100 to spend after logistics are figured out.

Anticipated cost of PTO childcare/food is $1350/year. Is this appropriate and if so, what ideas do you have to offset that cost?  -Carrie
- Selina- PTO needs to be more diverse and we need to invite more families and make sure that child care is not a barrier to coming. We should seek outside resources.
- Alyssa can look at Little Ceasar's website to see about reducing funds. They might be interested in getting a tax write off.
- We used to have a jar for donations and we heard that parents saw that as a barrier because they felt they had to pay.
- Clayton will do Penny Wars to fundraise but wants to pass it on to someone else next year. This could help pay for child care.
• But the fundraisers planned this year are meant to go toward next year’s operating budget. It has to be a new source of money.
• Decision: If people are interested in donating, reach out to PTO but we won’t actively reach out.

Idea for a family/staff space: We used to have a parent staff lounge to hang out with kids a little bit. Some people need to do job searching. We need to connect with families and we need volunteers and include voices that are not around.

Vote: Give Teachers $150 in mini grants, upfront.
  • Every teacher that responded loved this idea and thrilled that we were thinking about it and would be happy to share what they used the money on.
  • Who is it - classroom teachers? Are there parameters? All the regular classroom teachers plus Mr. Muson and Mr. Demaggi, and Mr. Ratsloff, and Ms Charn and the social worker and counselor. No parameters but we understand they know what they need best. 17 teachers x $150 = $2550.
  • PTO board approves the upfront funds.

Vote: 5th grade Eagle Bluff trip, Children’s Theatre

Liz Gust- Odd Couple Team (quick presentation, opps for partnership, brief survey) - 6:00 - 6:10
  • Midway has seen the highest jump in property values. Lots of buyers in the Midway and not many homes for sale. Homes are selling in average of 12 weeks. Odd Couple is part of the Grand Ave Business Association. Idea to have hot chocolate fundraiser. Another idea is to teach financial literacy, even to kids. How can we support your school?
  • Possible project to build a little free library. Our office could stock the library with books. Kids could design it in Makerspace and build it, paint it. We could start planning soon and install it in the spring.
  • We heard a need for bussing so if there are certain things we can help with fundraising, we’d like to do that.
  • Carrie- I shared the idea with Mr Ratzloff and he thought they could do contests between kids for a winning design.
  • We can help with a book drive in the spring.
  • Selena- we can give Odd Couple some Galtier literature to hand out to potential buyers.
  • Keller Williams is developing an app that uses artificial intelligence
  • Pete - we should make the Habitat loan program available to people.
    • Vote: Little Free Library
  • PTO approves partnership to do library.

Field trips - Carrie 6:10 - 6:20
  • Updates- Children’s Theatre (Gr 2-4), Arboretum (Gr. 1-$494 x 3 FT’s)
  • Present a new process for planning field trips with teachers
  • 2018-19 field trip bills
School Improvement Committee - Clayton/Danielle - 6:10 - 6:25

Update and a solution-focused discussion

- New name for this group - Teacher Parent Advisory Team. Ms Land, Ms Chambers, Ms Traecy, Ms Merit. And four parents - Clayton, Selina. We meet for an hour and a half.
- Clayton will make a flyer so people know how they can communicate their own concerns.
- We want to make an outlet for new families to navigate and connect because it can be scary. Parents can utilize us, and come to us with asks, e.g. check on my kid.
- We could create a protocol if people want to do an event, and the word gets out to everyone, to be more inclusive.
- Example of ideas: having a science fair. Mr. Ratsloff suggested next year. This team is a vehicle to bring those kinds of ideas forward.
- Heather - I can create marketing materials needed for this.
- Professional Development (PD) days - the district has decided to give teachers these PD days during the day, so they have mandatory training and are gone.
- Sharon - because of these new requirements, when we have a staff member who is ill, we sometimes don’t get guest teachers because they’re already spoken for on the PD days. We’ve had 6 days in a row where we didn’t get a sub and we were hurting. That is a district thing, not a Galtier problem. It has created an enormous burden on the school. The system needs to change it. The requirements for a sub: they have to go through district sub system “teacher on call”. They need sub license or their elementary ed degree.
- Danielle - we had a concern about not meeting standards. How are we being mindful that academic instruction is still happening? If we are limiting field trips, then for days in a row we send kids to the back of a classroom to do worksheet, it seems we’re losing days of instruction. What can we do to avoid that?
- Parent- I was left in the class with the kids unattended. With a sub and a shortage of helpers, I was happy to help but I was concerned about the safety of kids. I was a stranger. What is the plan when there is no coverage?
- We are competing with employers like Taco Bell that pays more than a TA job.
- Best way to contact Sharon is email. Give her 48 hours to get back to you.
- Since the smore newsletter went out, we have not gone without a guest teacher.
- Can we have an adult greet the kids who are being separated? To make sure they can start their morning meeting - that would be the goal but Sharon can’t promise it'll happen. It depends on who’s available.

Principal Updates - Ms. Hendrix 6:25 - 6:35

- Title 1 money comes to us from federal government. 43 people haven’t returned their reduced/free lunch forms. It doesn’t matter whether they don’t qualify. Without that, it would be a reduction of $18,000.
- Are people being notified? We have until December 12. We will try getting a hold of everyone. We are intense about it. Rozlon will start calling tomorrow. It's super important.
- Previously we gave kids a piece of candy for bringing back the form.
- We spend Title 1 funds on half of Ms Rosie’s time, we are paying for our intervention specialist position. There are only a few things it can go for. We just got some money and that has to go to culturally relevant teaching materials or taxis for parents to attend conferences.
- Some parents say they filled out the reduced lunch form online via iUpdate but Sharon has them on the list of parents who have not filled it out. Paper forms are in the office to fill it out again.

**School programs/events - 6:35 - 7:00**

**ANEW BAM update - Ms. Hendrix**
- K-5 Musician in Residence program. Kids have been involved this fall and there will be a winter and spring session. There was a misunderstanding between Sharon and ANEW BAM - we didn’t have the contract signed while kids were receiving services. So the district picked up the cost based on what Sharon had previously understood $75/hour, and the contract said $150/hour. Now we are figuring out what to do to work within the parameters. We signed a contract but some parents want to change it, so it’s not finalized. In question is how many kids will be in the room and how many personnel.
- Can the Title 1 money go toward this because it’s culturally relevant? No.
- There is a plan for PreK programming and it will be somewhat different.

African American Parent Involvement Day - coming up.
Winter Fest is on the website - coming up.

**Fundraising Calendar- Carrie**
- Money is coming from many sources. Shows where we need people to help fundraise, fill holes. Berit and Devin and Heidi have stepped up to take on Read A Thon this year. February will be I Love to Read month, which is our biggest fundraiser of the year. Please see the fundraising calendar below these meeting minutes.

**Teacher Updates - Teachers**

**Give to the Max giving campaign - Anna**
- Donations are being accepted already, through Thursday night. Key is to share it so please send the link to family and friends.

**Handout: Additional Volunteer Needs**
- Still looking for lunchroom volunteers. Could be 1 day/week.
- We need a volunteer needs board in the school. Teacher Parent Advisory Team will put one up at pick up space, and send something home in flyers.
- We started a new lunchroom procedure that is going well. We rearranged tables and added incentives. LUnch is 11:30 - 1:30 pm.
- Girl Scouts - K through 5th. Meet in Makerspace. They can take the EDL bus home if they’re signed up for EDL.
- Heather will send something to Anna about Boxtops because it’s all digital now. That money goes to the school, not the PTO. Those are needed emergency funds.

**Website needs:**
- SCIP plan is outdated. Pete will look into it. And we want to link PTO updates to the static PTO page.

Meeting evaluation - as people leave

**Fundraising Calendar for Galtier PTO**

**Fundraising Chair (19-20): _______________________ (Still needed!)**

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<thead>
<tr>
<th>Time Frame</th>
<th>Initiative</th>
<th>Lead:</th>
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<tbody>
<tr>
<td>Summer-</td>
<td>Lemonade Stands</td>
<td>Kristin, Carrie, Danielle (?)</td>
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<td>Others welcome!</td>
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<tr>
<td>September-</td>
<td>Gator Gear Sales</td>
<td>Clayton</td>
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<td>October-</td>
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<tr>
<td>November-</td>
<td>Election Bake Sale</td>
<td>Kristin</td>
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<td>Give to the Max Day</td>
<td>Anna</td>
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<td>Late November/</td>
<td>Penny Wars</td>
<td>Clayton &amp; Kristin</td>
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<tr>
<td>December-</td>
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<td><strong>Lead needed for 20-21</strong></td>
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<td><strong>(Shadow in 19-20)</strong></td>
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<td>January-</td>
<td>Grant Writing for 20-21</td>
<td>Clayton(?)</td>
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<td>Book Drive- Amazon</td>
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<tr>
<td>February-</td>
<td>Read-a-thon</td>
<td>Devin, Berit, Heidi</td>
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March-

April-

May- Rummage Sale Kristin