

BOARD MEETING

6-8 p.m., October 7, 2019

EXPO Elementary library

Meeting Overview

Highlights

- During committee time, Darren provided an update on Election Day logistics:
 - Expo will be a polling place on Election Day. Voting will take place in the gym and extra Election Judges will be staffed at the front door and in the gym
 - Classrooms will have limited transitions during the day and communication will be sent out to parents closer to Election Day
- Also during committee time, Expo's First Grade teachers shared an overview of the curriculum and highlights for the upcoming year.
 - Discussed the importance of reading books at the students level each night
 - Emphasized the need for additional volunteers for Rocket Readers!
- Board of Directors discussed two Mini-Grants (Donors Choose Project & NED YoYos) and approved the requested spending with conditions
- Board of Directors also discussed the excellent job the 5th grade leadership team did in organizing the NED YoYo Program and identified an opportunity for the Board of Directors to be more engaged in supporting these type of programs / student lead projects when there is a required oversight of funds

Discussion Topics / Focus for Next Month

- Board's involvement in future programs / events when the Council's account is being used
- Third party accounting support options
- Review current spending structure to maximize effectiveness of dollars raised / received
- Vote on the renewal of MySchoolAnywhere

BOARD MEETING MINUTES

7-8 p.m., October 7, 2019

EXPO Elementary library (2nd floor, South side of bldg)

1. Call to order

- 7:00

2. Regular Business

- Principal's update
 - I. Picture day tomorrow!
 - II. Ukulele just wrapped up, bucket drumming is next
 - III. Started a bus positive rewards system –
 - A. If a bus has no referrals for the week they get entered into a drawing for a reward
- Treasurer's update
 - I. The majority of the activity was the beginning of the year requests for classroom supplies and field trips (both from this year and from the end of last year).
 - II. As of October 3, we have received ~\$1,200 via the online donation site for Treasure Island.
- Committee updates
 - I. Finance & Fundraising
 - A. Dine out for Expo
 - a. My Burger – \$518
 - b. Punch Pizza – +\$500
 - c. **Chipotle next month**
 - B. Carnival is on the 24th (no school on the next day, the 25th)
 - a. Volunteers are needed, sign up via Sign Up Genius
 - i. Link can be found [HERE](#)
 - b. Quiet room will be located in Discovery Club (DC) rooms
 - i. Earplugs will be available in the office
 - c. Tickets will be sent in Friday folder.
 - II. Diversity, Equity, & Inclusion
 - A. Carnival information has been translated in multiple languages
 - B. Utilize Dawn as the point person for communication to all classroom connector
 - a. **4 classrooms still need classroom connectors (3 - Kindergarten, 1 - 5th Grade)**
 - III. Parent & Community Engagement
 - A. Discussed ways to increase parent volunteer engagement
 - a. Utilize volunteer forms within Friday Folder to gauge parent's interests
 - b. Utilize classroom connectors as a point of contact to recruit volunteers
 - B. Family Service night
 - a. Discussed was to keep the service within the EXPO community
 - i. Work with classrooms and teachers in identifying opportunities
 - ii. Projects would be focused on during the 2nd half of the school year

3. New Business

- Mini Grant – Decision
 - I. NED Program Yo-Yo Sales
 - A. Request to fund yo-yo for each classroom and additional for 5th grade classes (see appendix IV)
 - B. The 5th grade student leadership team organized the event which raises funds through Yo-Yo sales to “pay it forward” to bring the NED program to another school
 - C. Precedent from previous boards is that all new events (community and fundraisers) need to be brought for approval by the board before it can be advertised or occur.
 - a. Was surprised to see this in the Friday folder without prior communication / discussion at a board meeting
 - D. Parent concerns around the price of the yo-yos and limited oversight of the program
 - a. Money is being deposited into the Board’s account even though there is no oversight of the project – the perception is that it is an EXPO community fundraiser
 - b. Moving forward programs / activities should go through the board when there are financial implications
 - E. **MOTION: Deny the mini grant as written**
 - a. **8 vote in favor 1 against - Motion carries**
 - F. **MOTION: As follows:**
 - a. Approve up to \$560 for Ms. Alden for future purchase of yo-yos (not through NED)
 - b. Ask NED to donate additional yoyos for the school
 - c. The Board will craft a letter ensuring that the success of the NED program by the 5th graders in paying it forward
 - d. **All Approve - Motion Carries**
 - II. EL Donors Choose Project
 - A. Request funding for the English Learners for Fuji Film instant cameras (See appendix V)
 - B. The EL Learners currently has enough funds in their account to cover the costs
 - C. **MOTION: To deny the request and suggest that the funding comes from current account. The board will replenish the fund if needed at a later date.**
 - a. **All Approve – Motion Carries –**
- Treasure Island updates
 - I. The working team is still committed in raising funds until the December cut-off date.
 - A. District is still committed to the previous number
 - B. Push for engagement around local business to ensure they are aware of the situation and timing
 - II. **Last playdate of the season event this Saturday, October 12th**
 - A. Focus is to build awareness of the playground within the community and neighborhood

4. Adjourn

Motion to adjourn 7:59 – all approved

APPENDIX I: MEETING AGENDA

AGENDA: COUNCIL MEETING

6-7 p.m., October 7, 2019

EXPO Elementary library (2nd floor, South side of bldg)

1. Welcome & Introductions (5 mins)

- a. Meeting & Council overview
- b. Upcoming events
 - i. Picture day - Tues 10/8
 - ii. Treasure Island Community Gathering - Sat 10/12
 - iii. MEA break - Thurs-Fri 10/17-10/18
 - iv. Carnival - Thurs 10/24
- c. Introductions - greet those on each side of you

2. Polling place procedures overview (5 mins)

3. Meet the First Grade team (10-15 mins)

4. Committee meetings (35-40 mins)

- a. Finance & Fundraising:
 - i. Carnival prep
 - ii. Overall spending strategy
- b. Diversity, Equity, & Inclusion:
 - i. 2019-20 DEI committee goals
 - ii. Classroom Connector program
- c. Parent & Community Engagement:
 - i. Parent volunteer engagement
 - ii. Family Service Night - discuss need for new event (co)chair

AGENDA: BOARD MEETING

7-8 p.m., October 7, 2019

EXPO Elementary library (2nd floor, South side of bldg)

1. Call to order

2. Regular Business (20 mins)

- a. Principal's update
- b. Treasurer's update
- c. Committee updates
 - i. Finance & Fundraising
 - ii. Diversity, Equity, & Inclusion
 - iii. Parent & Community Engagement

3. New Business (40 mins)

- a. Mini Grant – Decision
 - i. NED Program Yo-Yo Sales
 - ii. EL Donors Choose Project
- b. MySchoolAnywhere renewal - DECISION
- c. Treasure Island updates - DISCUSSION
- d. Current spending structure/strategy - DISCUSSION
- e. Third-party accounting support – DISCUSSION
- f. Mid-year Board retreat - DISCUSSION
- g. Walk-on items

4. Adjourn

APPENDIX II: ACCOUNT BALANCE SHEET

Account Balances

7/31/2017 through 9/30/2019

10/3/2019

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Class Description	7/31/2017- 9/30/2019
4-Year-Old Program	1,268.39
BKGDChecks:Unallocated	1,399.00
BWCA	9,257.29
Carnival	2,000.00
Chili Fest	0.00
Club Choice	235.40
Community Events & Expenses	10,246.31
Curriculum	1,157.51
Dance	0.00
Discovery Club	53.92
Edible Garden	316.27
English Lang Learners	827.98
Expo Gear	359.36
Family Service Night	1,435.10
Fun Run	89.75
Gifted and Talented	37.11
GiveMn	3,471.41
Gr 1-2 East Tera	2,257.41
Gr 1-2 South Phyllis	5,857.13
Gr 3-4 North Chan	8,911.72
Gr 3-4 West Mike	6,621.79
Gr 5 Sarah	-1,863.29
Gr Kindergarten Mary	6,325.17
Library	6,213.96
MiniGrants	1,131.01
Music Residency	1,157.45
Playground	26,815.83
Principal and Office	37.94
Project Connection	1,322.85
Resource-Art	2,189.36
Resource-Gym	539.38
Resource-Math	215.26
Resource-Science	1,564.47
School Store	3,472.21
Silent Auction	45,140.95
Social Work	2,164.88
Special Ed	959.15
Sunshine	74.60
Unallocated	313.72
Yearbook	5,511.23
OVERALL TOTAL	159,088.98

APPENDIX III: RECENT BOARD TRANSACTIONS

Recent Transactions - Sep 2019

9/1/2019 through 9/30/2019

10/3/2019

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Date	Num	Description	Memo	Category	Cl	Amount
Community Events & Expenses						-415.18
9/6/2019	8700	Darren Yerama		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-450.05
9/10/2019	DEP	Deposit		1 Donations	R	225.24
9/20/2019	8710	Sam's Club - Synchrony Bank		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-168.47
9/20/2019	8721	Marie Truso		6 Program Exp:4 - Other Programs:Childcare		-43.20
9/20/2019	8722	Conor Kramer		6 Program Exp:4 - Other Programs:Childcare		-36.12
9/25/2019		Benevity Fund Donation		1 Donations	R	57.42
English Lang Learners						-58.83
9/20/2019	8720	Allison Wood		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-58.83
Gifted and Talented						-73.98
9/6/2019	8699	Gail Pierce		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-73.98
Gr 1-2 East Tera						-821.60
9/6/2019	8707	Susan Johnson		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-195.16
9/20/2019	8716	Ulla Tervo Desnick		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-164.44
9/20/2019	8719	Tera Aschenbach		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-462.00
Gr 3-4 North Chan						-1,451.98
9/20/2019	8711	Saints North Roller Rink		6 Program Exp:2 - Field Trips	R	-400.00
9/20/2019	8712	Minnesota Historical Society	21102	6 Program Exp:2 - Field Trips	c	-816.00
9/20/2019	8724	Gina Gaetke		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-235.98
Gr 3-4 West Mike						-318.83
9/6/2019	8704	Lacey Weninger		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	c	-122.29
9/6/2019	8705	Michael Hartogh		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-129.61
9/20/2019	8723	Michael Hartogh		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-66.93
Gr 5 Sarah						-2,386.61
9/6/2019	8701	Heather Gorder		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-60.43
9/6/2019	8706	Sara Clancy		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-30.00
9/20/2019	8725	Lindsey Jenson		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	c	-97.43
9/20/2019	8727	City Of Bloomington		6 Program Exp:2 - Field Trips	R	-1,343.75
9/20/2019	8728	YMCA Camp St. Croix		6 Program Exp:2 - Field Trips		-855.00
Gr Kindergarten Mary						-1,322.57
9/6/2019	8708	School Specialty		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-59.64
9/6/2019	8709	Mary Ross Olsen		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-297.17
9/20/2019	8714	Maura Tschida		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-202.54
9/20/2019	8715	Mary T. Privette		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-211.22
9/20/2019	8717	Katie Miley		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-352.00
9/20/2019	8718	Kata Shasky		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-200.00
Library						-227.30
9/6/2019	8702	Expo		6 Program Exp:1 - Class Supplies & Events:Classroom Supplie...		-212.14
9/20/2019	8713	Red Balloon Bookshop	272980	6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-15.16
Playground						967.87
9/30/2019		S Wepay Payments		1 Donations	R	1.00
				7 Management:Credit Card Txn Fees	R	-0.33
9/30/2019		S Wepay Payments		1 Donations	R	1,000.00
				7 Management:Credit Card Txn Fees	R	-32.80
Resource-Art						-1,163.47
9/6/2019	8698	Kimberly Raedeke		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-598.90
9/20/2019	8726	Kimberly Raedeke		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-564.57
Resource-Math						-64.40
9/6/2019	8703	Mark Mueller		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-64.40
Special Ed						-408.35
9/6/2019	8696	Meghan Montavon		6 Program Exp:1 - Class Supplies & Events:Classroom Supplies	R	-408.35
OVERALL TOTAL						-7,745.23

APPENDIX IV: MINI-GRANT – NED YOYO FUNDING

EXPO Elementary Mini-Grant Application Form

(Applications reviewed at monthly Board of Directors meetings)

Date of application: 10/4/19 Application submitted to: Darren Verama

Applicant Information

Heather Alden
Name of contact person regarding this application
Social Worker
Affiliation with Expo Elementary School
651-744-7173 heather.alden@spps.org
Phone Email

Proposal Information

Please give a 3-5 sentence summary of request:

Our school took part in a "pay it forward" campaign this past week to help provide a social/emotional educational assembly surrounding the topic of having a growth mindset. The assembly was free to us because another school did fundraising through yo-yo sales to provide us this opportunity. Our 5th grade leadership team worked hard and sold the popular yo-yos over 4 days.

However, many of our students were not able to afford a yo-yo. We would like to ask for funding to provide 2 yo-yos for each classroom and 1 yo-yo for each member of our 5th grade leadership team.

Population served: Grades 1-5

How will this benefit the Expo Community?
It will help bridge the equity gap between our families by providing yo-yos for classrooms and enabling equal student access.

Budget

Dollar amount requested: \$ 560.00
Funds needed by: Date October 15

Authorization

Name and title board chair: _____
Signature _____

Please direct questions to Kristin Peterson at ksfantin@aol.com or at (651) 488-5327

APPENDIX V: MINI-GRANT – EL DONORS CHOOSE PROJECT

EXPO Elementary Mini-Grant Application Form

(Applications reviewed at monthly Board of Directors meetings)

Date of application: 10-2-19 Application submitted to: Darven Yermana

Applicant Information

Allison Wood
 Name of contact person regarding this application
EL teacher
 Affiliation with Expo Elementary School
(651) 744 11087 allison.wood@spps.org
 Phone Email

Proposal Information

Please give a 3-5 sentence summary of request:
 I am requesting funding for my Donors Choose project, "An Instant Picture is worth 1000 words." This project would give the EL department 5 Fujifilm mini instant camera bundles and instant film. I would like EL students to have the opportunity to share snapshots from their lives outside of school with peers and staff. Students would borrow a camera, take pictures (avoided and choice-based) and then share them in EL group and add them to a classroom display.

Population served:
 How will this benefit the Expo Community?
 This will increase the home/school connection for our EL kids and families. It will also give our students a unique opportunity and a "perk." I think this is a cool way to promote family engagement.

Budget

Dollar amount requested: engagement. \$ up to \$309
 Funds needed by: Jan. 22, 2020 Date

Authorization

Name and title board chair: _____
 Signature _____

Please direct questions to Kristin Peterson at skantin@aol.com or at (651) 488-5327