

# Seven Hills PTA: Board Meeting Agenda

Thursday, August 9th at 6:30 pm: Richfield Campus

BOARD MEMBERS IN ATTENDANCE: Holly Ziebol, Zach Lee, Jack Whitebread, Kim Grutsch Grant Mongin, Melissa Carpenter

1. CALL MEETING TO ORDER
  - 1.1. Introductions
  
2. OFFICER REPORTS
  - 2.1. President
    - 2.1.1. No Updates
  - 2.2. Vice President
    - 2.2.1. No Updates
  - 2.3. Treasurer: Financial Statement
    - 2.3.1. Current balance is \$41,000
  
3. APPROVAL OF THE MINUTES
  - 3.1. Tabled to approval of minutes from 5.17.18 till September meeting
  
4. COMMITTEE REPORTS
  - 4.1. School Report
    - 4.1.1. Jack Whitebread
      - 4.1.1.1. New teachers for school year - 1 for 2nd grade and 2 for 4th grade
      - 4.1.1.2. New teachers/staff report on August 20th and returning teacher/staff report on August 23rd
    - 4.1.2. Kim Grutsch
      - 4.1.2.1. New teachers for school year - 2 for 3rd grade, new gym and latin teachers for upper-school.
  - 4.2. School Board Report
    - 4.2.1. Molly Lee
      - 4.2.1.1. Parent surveys were received in June 2018 and the school board is currently reviewing responses
      - 4.2.1.2. Two new members joined the school board for the upcoming 2018-19 school year and one was re-elected. Additionally, executive board elections were held and Kim Hubertus is President, Lisa Barnidge is Vice President, Molly Lee is Secretary and is Treasurer
      - 4.2.1.3. 4th and 5th floor renovations at the Richfield campus are progressing and the Bloomington campus has received a new gym floor.
      - 4.2.1.4. The school has applied for a grant to improve the intersection at the Richfield campus.

- 4.2.1.5. In the July meeting, the new employee and student handbooks were approved.
  - 4.2.1.6. The Board was informed that there was a major discrepancy regarding their budget for the upcoming 2018-19 school year, resulting in a deficit. Currently working with Accounting firm to better understand the error.
  - 4.2.1.7. The school will again participate in the Bloomington Heritage Days parade and will have a tent at Penn Fest.
  - 4.3. Spirit Wear Committee
    - 4.3.1. Zach Lee
      - 4.3.1.1. The PTA has decided to move all Spirit Wear sales to Education Outfitters of Minnesota. The PTA will still sell Friday t-shirts at select school events, but all other items will be handled by the vendor.
  - 4.4. Box Tops Committee
    - 4.4.1. Molly Lee
      - 4.4.1.1. The goal for the 2018-19 school year will still be \$2,500
      - 4.4.1.2. Work on developing a school wide 'prize' for each collection period.
      - 4.4.1.3. First collection period will be in November.
      - 4.4.1.4. PTA will receive approximately \$400 in December for end of year collection in May 2018.
  - 4.5. Membership Committee
    - 4.5.1. No update
5. CONTINUING BUSINESS
- 5.1. Used Uniform Sale
    - 5.1.1. Zach Lee
      - 5.1.1.1. Event will be Saturday, August 25th from 8:00 - 11:00 AM, with set-up on Friday, August 24th.
      - 5.1.1.2. Prices are as follows for items: Plaid jumpers/skorts - \$5; Pants/shorts/khaki skorts - \$3; Sweaters/sweatshirts - \$3; Polos - \$2.
      - 5.1.1.3. Donations will be accepted the week of August 20th.
  - 5.2. School Supply Kits
    - 5.2.1. Sara Neu
      - 5.2.1.1. Kits will be arriving on August 22nd.
      - 5.2.1.2. K - 5 kits distribution will be on August 24th for Bloomington and August 27th for Richfield. Kits for 6 - 8 will be handed out at Back-to-School night on Tuesday, August 28th.
      - 5.2.1.3. Richfield still needs more volunteers.
6. NEW BUSINESS
- 6.1. Boosterthon Donation
    - 6.1.1. Zach Lee

- 6.1.1.1. Motion to approve the release of \$20,000 donation for the school administration to use for the purchase of classroom supplies for the 2018-19 school year, as part of the fundraising goal for the Boosterthon Fun Run - Zach Lee; 2nd - Melissa Carpenter
  - 6.1.1.1.1. Discussion - None
  - 6.1.1.1.2. Vote - unanimous
- 6.2. Teacher Welcome Back to School
  - 6.2.1. Zach lee
    - 6.2.1.1. PTA will support the funding of the professional development workshop breakfast on Thursday, August 23rd.
  - 6.2.2. Arin Knutson
    - 6.2.2.1. Will organize decoration of break room doors and teacher gift baskets.
- 6.3. Back-to-School Events
  - 6.3.1. Zach Lee
    - 6.3.1.1. The PTA will be selling Friday t-shirts at all back to school events, along with distributing 6 - 8 school supply kits. Additional items to distribute - Box Top information, PTA FAQ flyer, Tears and Cheers flyer and Back-to-School Picnic flyer
- 6.4. New Parent Breakfast/Tears and Cheers
  - 6.4.1. Arin Knutson will support Richfield and Hannah Pankratz will support Bloomington. Both will work with Grant on logistics and budget.
- 6.5. Back-to-School Picnic
  - 6.5.1. Zach Lee
    - 6.5.1.1. Plan is to feed 1,000 people. Menu will be the same as years past.
    - 6.5.1.2. Melissa to work on dessert option for the event
    - 6.5.1.3. Grant to secure bounce houses
    - 6.5.1.4. Zach to secure DJ/Entertainment
    - 6.5.1.5. Zach to post and communicate for volunteers

## 7. OPEN COMMENT PERIOD

- 7.1. School Pop-up tent purchase
  - 7.1.1. Molly Lee
    - 7.1.1.1. The school board is requesting the PTA to purchase one of two pop-up tents that the school will use for promotional events and school activities. The PTA will be able to utilize the tents whenever they are needed for PTA events.
    - 7.1.1.2. Motion to approve the funding for the purchase of a pop-up tent for the school board - Zach Lee; 2nd - Holly Ziebol
      - 7.1.1.2.1. Discussion: Grant was concern that the school board purchase the tents and assumed the PTA would pay for one without fully vetting the purchase with the PTA.

7.1.1.2.2. Vote - 5 Yea, 0 Nea, 1 abstention

8. NEXT MEETING: Thursday, September 13th from 6:30 - 8pm / Richfield Campus

9. ADJOURNMENT