

Elm Creek Elementary Parent Teacher Organization (ECE PTO)
General Meeting

September 12, 2023 6:30pm
Elm Creek Elementary Media Center



Agenda

- Welcome and Call to Order-2023-24 PTO President, Katie Lauseng
- Introduction of 2023-24 PTO Board Members and Committee Directors
 - Katie's view for the year: we want to build a stronger sense of community and trust. FILLED with communication. If you have questions, concerns, ideas, we want you to know how to reach us.
- PTO Board Member Reports
 - President's Report: Update on Fund Misuse Investigation
 - Misuse was reported to police in early August. Early September, case was turned over to a detective.
 - As of Friday, Katie spoke to a detective and submitted evidence. After appropriate information is gathered, the detective will submit to county. That is when it will become public.
 - Renae shared changes we are making to safeguard against future criminal activity:
 - Adjusted PTO insurance policy to cover crime
 - Changing cash box protocol. Counting cash will require 3 people present: a board member, an event leader, and a committee member.
 - Adjusting disbursement of funds. Renae will hold checks, Kathleen and Katie must both sign the checks. So no

funds should be shared without all three board members' approval.

- Katie reported we can't start a new bank account because we were not incorporated. Taxes were not filed, meaning lost nonprofit status. EIN should stay the same. As of right now, we should use our same number.
- We are in the process of refileing, and have started from scratch in submitting all necessary documents with the secretary of state. So as of September 12, 2023, have filed for our 501c3 with retroactive status, and are in the good faith standing with non-profit status.
- Open House and Tears & Cheers Event Debrief
 - Lots of families, good engagement and conversation.
- New Website
 - If in school or very secure spot, there are issues opening the site due to security. If a user clicks "advance" when presented with the warning message, they will reach the site.
- Amazon Teachers Wish List
 - These are on the website and on the Facebook page.
- Treasurer's Report**
 - Monthly Activity Report
 - Don't have activity. Had one check from last May's Red's Savoy dine2donate.
 - Attendee asked if checks at the end of the year were cashed. Renae is investigating
 - Taylor asked what the PTO money is used for. Good discussion on paying people back. Reimbursement of teachers still waiting on funds from last year is our priority.
 - Renae will supply list of what needs to be paid back
 - Status of Elm Creek Staff Repayment
 - Multiple teachers are owed, company is owed, board members are owed. We also need to renew insurance before end of Oct because we can't have events without it.
- Secretary's Report**

- Community fund request letter
 - If you know a business or group you think might be interested in helping us with a donation, please email Kathleen at secretary@ecepto.org for access to the community letter.
- Social media posts for upcoming month
 - Focus on get to know the PTO, teacher quotes, apex, dine to donate. New idea: get to know the teachers.
- Personal sharing
 - If you are willing, please text, share on facebook, etc. opportunities to raise money (dine to donate, apex, etc.) with your own personal network
- Committee Directors' Reports**
 - Dine to Donate: Sara Niccum (Kathleen Petersen presented in her absence)
 - Sept 14 at Cafe Zupas, Oct 25 at Chipotle Champlin. Suggestion: Culvers lets you do a time period, you don't have to "say" anything
 - Book Fair: Katie Lauseng, Jallisa shadowing
 - In the works, volunteer info coming soon
 - Turkey Bingo: Heather Thompson
 - Hoping will still be bingo, as long as gambling permit is allowed. If not, we will brainstorm shift in event.
 - Holiday Shoppe: Taylor Vernstrom
 - Ideas for crafting nights at attendees' houses, Crafting at osseo community center
 - Staff Appreciation: Angela Stang
 - Discussed budget vs. donation by parents. Cassie noted at CI they did a potluck, so it was lots of food and all donation.
 - Carnival: Megan Dischinger
 - Lots of time, starting to consider food, etc. Megan also interested in a Tears and Cheers for graduating 5th graders
- Principal's Report: Beth Ness**
 - Lots of good info showing progress of Elm Creek students. Big strides made in 2022/2023! President Ness' report will be uploaded to the PTO site and shared on social.

Volunteer Coordinator's Report: Joelle Tegland

- Joelle will be sending her regular Friday volunteer emails. Please fill out volunteer application online.

New Business

- VP discussion
 - Kathleen is open to shifting to VP. Giving community members till Friday to raise their hand if interested in VP or secretary, should Kathleen move positions
- Apex Fun Run
 - Coming soon! Volunteer sign-up will come out Friday
- Reading is Fun 5K
 - Missed sign-up date for mascot attendance
- Steak fry or spaghetti dinner
 - Brittany Becker investigating with Lions club

Announcements

- Next PTO Meeting:** October 9th
- Upcoming Events Reminders:**
 - September 14th -Dine to Donate (Café Zupas)
 - September 28th -Apex Fun Run
 - October 7th- Reading is Fun 5K
 - October 9th -Kindness in Chalk
 - October 9th - PTO meeting
 - October 10th and 12th -Book Fair
 - October 25-Dine to Donate (Chipotle)
 - November 10th -Turkey Bingo
 - November 14th -PTO Meeting

Adjournment