Highlands Elementary School

PTO Executive Committee Meeting

Tuesday, October 10, 2017, 9:30-11:00am

**Minutes**

*Attendance:* Kayt Townsend, Heather Tewsky, Karen Gabler, Eyleen Braaten, Kelli Holm, Ann Velander, Angie Misgen, Katie Mahoney, Annika Joy

Absent: Betsy Johnson, Koren Nelson, Sheetal Backliwali

**Eyleen Braaten movd to approve the minutes from September 12, 2017, second by Kelli Holm. The motion was approved.**

Eyleen to invite the Sarah Patzloff, our school board respresentative, to attend future meetings

1. Edina Give and Go Presentation
   1. Edina Give and Go helps fund academic and extracurricular activities for students economically challenged in the Edina district
      1. Would like to spread the word to families in need that funds are available
      2. Would like to find support in the community
         1. Encourage those interested in helping with funding to organize friendraisers.
      3. They will provide a descrition for us to add to our communications
2. Referendum Update from Karen Gabler
   1. Vote on Tuesday, November 7, 2017
   2. Vote Yes campion has a website with informtion: http://voteyeseps.com
   3. Further questions can be directed to Karen Gabler
   4. Discussion regarding a $500 donation from the Highalnds PTO for the Vote Yes campaign ensued

**Eyleen Braaten movd to approve a $500 donation to the Vote Yes Campaign from the Highlands PTO, motion second by Kelli Holm. The motion was approved.**

1. Budget
   1. Physical Education Programs will be added to the PTO budget. We will vote on these three programs to be added to the budget at the general meeting tonight.
   2. 2017-2018 Budget review will address future payment of the programs
   3. Husky Hat payments have not been procesed… fKelli Holm will follow up with the parent lead for the Huskey Hats

**Eyleen Braaten moved to approve the 2017-2018 PTO taxes, motion second by Heather Tuskey. The motion was approved.**

1. Principal | Katie Mahoney
   1. Construction Update
      1. Asked to address the specific changes being made to th School in the Spring when contruction starts at the general PTO meeting
   2. Appreciation t-shirts
      1. Annika to check in with Matt Gabrielson regarding design development
   3. Up coming dinner and discussion planned for October 17 (5:30 to 8:30)
      1. American Indian documentary and drummer
2. 2017-2018 PTO Executive Board + lead volunteer roles
   1. Still in need of a Webmaster
      1. Annika and Heather to recruite
   2. Schedule PTO representative for the Highlands Staff Meeting
      1. Heather Tuskey to attend the October staff meeting date and to address reimbursement for teachers
3. Review of PTO Supported Groups
   1. Overview on purpose and impact
      1. Heath and Wellness – need to touchbase with chair
      2. Art Adventures
         1. Supplies available in the art room closeet
      3. Highlands buddies
         1. Annika to develop postcard for Amy to hand out to new families
         2. Katie to develop some type of flag in paperwork to signify new families so we can identify them
         3. Buddy system will not include kindergarten famillies
   2. Budget and lessons learned
      1. Kelli to develop a form to fillout after each PTO event which will help in the transition/communiction process from one chair to another for Suppot groups
   3. Discussion of Adding a Book of the year tabled for the following month
4. MySchoolAnywhere/New PTO Website
   1. Overview/Limitations
      1. New web page developed as a bridge into myschoolanywhere
      2. Still need to encourage families to sign in to add/update their personal information
         1. It was suggested that the current directory be sent out to all families so they can see if their information is in the system
5. Past/Upcoming Events (full list attached to agenda)
   1. New family breakfast success!
   2. General Session – 10/10/17
   3. Great Gathering, November 17, 2017 - Jamie Carl & Lisa Katter