**Matoska International Parent Board**

**Meeting Minutes February 12, 2013**

The meeting began at 6:30 p.m.

**Secretary’s report – Jennifer Weddell**

The January minutes were unanimously **approved**.

Electronic vote:

Angel received an email from the 5th grade teachers requesting funds to cover materials for one of their planners. They wanted to order some Bare Books for the summative assessment they are currently working on. To order 100 books, including shipping, would be an expense of $192.50. Angel requested a board vote by email to spend $192.50 out of discretionary funds for these books. Ten out of ten members voted yes, by email, on January 28. **The request was approved.**

**Treasurer’s report – Angel Fleming**

* Savings balance per 1/31/13 bank statement is $26,281.37.
* Checking balance per 1/31/13 bank statement as of is $3,368.95
* Year-to-date income through January is $30,314.24.
* Year-to-date expenses through January are $22,251.79.
* Angel filed the MN Sales Tax report in January.
* Thank you/receipt letters for parent donations were all sent out by the end of January.

The board unanimously **approved** the treasurer’s report.

Shannon suggested a thank-you gift for the teachers who were here in the evening for tours and information night during welcome to White Bear week. John L. suggested that a group thank you gift for all who volunteered their time might be appropriate. A variety of K-cups for the Keurig machine in the staff room was suggested. **The board approved spending up to $50 from discretionary funds** to purchase this.

**Staff report**

New social studies planners are “unbanded” (not grouped across grades) and are now following the common core standards.

Conferences are coming up in a couple weeks.

**Principal’s Report**

Our building’s safety plan continues to evolve. A new staffer, Brian, is in place at the entry kiosk to greet visitors. The entrance door is now secured and must be opened by pressing the handicap assistance button.

As of today we’re at about 70 incoming kindergartners for this fall. Tours continue.

**Action Team**

Kirsten Duoos reported on the action team’s latest efforts. Three student members of the action team presented the team’s suggestions and recommendations for changes to the playground. Their input will be used when new equipment is purchased for the playground following building construction.

**Technology presentation – Pete Willcoxon**

Pete and Shannon Otto visited Otter Lake Elementary recently to see their technology setup. They have 2 carts of 30 Chromebooks that travel and are in use all day, every day. They use one Chromebook cart and re-purposed a netbook cart for the same use. The district tech audit in November and December identified that we don’t have a technology curriculum (digital citizenship, online research, etc.), in part because computer labs are booked for testing about 5 months during the year. Kirsten Duoos received a grant for 15 Chromebooks that will be installed in a mini-research lab in the media center, which is part of the IB expectation (having a research hub in the media center.) The current netbooks can be loaded with the Chrome operating system, which would make them run faster. We are in line to have our half-cart (15 netbooks) converted this way sometime in the near future.

John Leininger reported on the staff technology survey results. In general, the teachers value technology, what they have currently in their classrooms needs to be improved, and most would prefer access to laptop or tablet technology. There is a need for more training of staff on technology. There seems to be a consensus for a Matoska-focused technology assessment, which could be done in a relatively short time period. John proposes that we go forward with this assessment, and look at available district funds along with potential PTO funds, to determine the right path forward. John will bring together a group of teachers, parents and district technology staff to start this plan, and have a report at the March MIPTO meeting.

**Funds request**

Scott Kolman-Keen (part-time music teacher) had inquired by email about MIPTO resources for purchasing a projector system for the music room. It was discussed at the January meeting and held over for further discussion. No decision was made tonight, pending further discussion on the overall technology needs and development of a plan for the building.

The meeting adjourned at 8:10 p.m.

Meeting Attendance

|  |  |  |  |
| --- | --- | --- | --- |
| **Board Members** | | **Staff** | |
| X | Shannon Otto (Co-Chair) | X | John Leininger (principal) |
| X | Cami Raeburn (Co-Chair) |  | Gayle Chapman (volunteer coordinator) |
| X | Angel Fleming (Treasurer) | X | Kirsten Duoos (IB coordinator) |
| X | Jennifer Weddell (Secretary) | X | Jeanne Mack (4th grade teacher) |
| X | Jodi Hawkins |  |  |
| X | Michelle Johnson | **Others** | |
| X | Becky Richnofsky | X | Janet Newberg (school board) |
| X | John Rogers | X | Pete Willcoxon (district technology staff) |
| X | Lisa Setterlund | X | See attached list of others attending |
|  | Sonya Zuker |  |  |

**The next regular meeting of the Matoska International PTO board will be held on Tuesday, March 8th at 6:30 PM in the school’s media center. All are welcome to attend.**

**Please visit our website at** [**www.matoskaparents.weebly.com**](http://www.matoskaparents.weebly.com)**, for meeting minutes, agendas, and more.**

**Parents in attendance at Feb. 12 meeting (only those who signed in are listed)**

Jim Morrison

Christine Morrison

Heather Gysbers

Ben Butters (parent and PE staff)

Alisha Jasinski

Cris Davis

Tammi Roach

Sarah Tripple

Chad Grunewald

Student Action Team members: Kylee Walton, Bella Butters, Shea Raeburn