**Matoska International Parent Board**

**Meeting Minutes March 12, 2013**

The meeting began at 6:30 p.m.

**Carnival Update – Kristen Willcoxon**

The carnival committee is meeting tonight. They asked the PTO for advice about what specifically the funds raised through the carnival go to support, because they want to include that information in their donation requests. Angel will give them a copy of the PTO fundraising letter/flyer that went home in the fall because it lists the main areas (like classroom support, art program, 4th/5th grade camp, student technology and year-end fun day) that benefit from general fundraising, including the carnival.

**Secretary’s report – Jennifer Weddell**

The February minutes were unanimously **approved**. Spring elections for parent seats on the PTO board will be happening in April. The following schedule was outlined and agreed on:

* Send out call for candidates week of April 8, including a table at the Art Show April 12
* Candidate forms due back April 22
* Send ballots home April 25-26
* Ballots due back May 13

**Treasurer’s report – Angel Fleming**

* Savings balance per 2/28/13 bank statement is $19,222.44.
* Checking balance per 2/28/13 bank statement as of is $11,514.97
* Year-to-date income through February is $33,274.73.
* Year-to-date expenses through February are $23,895.79.

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

The 4th grade team is requesting funds to help cover expenses for 6-8 students for their upcoming Mississippi River field trip. There was a brief discussion about the process for field trip “scholarships.” John explained that extra donations from families go toward that same field trip, and that teachers usually have a good estimate of how much they may be short. The board unanimously **approved** up to $80 from the Discretionary Fund, to be based on the shortage of funds received from 4th grade families.

**Principal’s Report**

Conferences had good turnout. Assessment and testing is getting underway soon. There will be a temporary computer lab set up in the Spanish room because there are more tests being done online this year.

The School Board just approved free all-day Kindergarten district-wide. There will be a few half-day program sites in the district, including one at Matoska. We will most likely have one half-day class and four full-day classes.

Building update: as soon as the frost is out of the ground, construction will begin. Willow Lane and Lakeaires are also having parking lot work and secure entrances put in, so some of the summer programs from those sites may be moved to Matoska (and other locations.)

About 100 parent surveys have been returned. Results were summarized and will be shared with families via the Buzz Sheet.

Some 4th grade families asked about fundraising for 5th grade camp next fall. Mindy Schulte is the contact person for a proposed fundraiser to sell titanium necklaces. The board agreed that they could go ahead with this idea. Since the funds raised and spent will be handled outside the PTO, it does not affect our fundraising days. This is the way it was done last year as well.

**Technology plan – John Leininger**

A group of parents, school staff and district technology staff met to discuss technology needs and to make a technology plan for Matoska. The starting point is the NETS standards. These standards and the plan the group agreed on are attachments to these minutes.

The board discussed the group’s recommendations and agreed that the PTO would like to help support it. There is $2,200 available for technology from the read-a-thon income. Using a part of Excess Funds was discussed (see below.) The board would like to contribute funds toward new technology to help implement the new plan, and talked about how to leverage the excitement and interest of families who also want to fund new technology. A suggestion was made to hold a separate donation drive to go toward helping fund the plan.

**Excess Funds**

There is $10,920.37 currently in Excess Funds. John presented a proposal for new playground equipment totaling $6,167, which would leave $4,753.37. The board decided to hold a special technology fundraising drive and to offer a challenge match for this purpose. The board will contribute a dollar-for-dollar match, up to $5,000, for funds donated during this technology drive. The board unanimously **approved** spending $6,167 on playground equipment and up to $5,000 for new technology. The difference between the Excess Funds balance and the $11,167 total approved will come from the Discretionary account.

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) |  |  |
|  | Jodi Hawkins |  |  |
|  | Michelle Johnson | **Others** | |
| X | Becky Richnofsky |  |  |
| X | John Rogers |  |  |
|  | Lisa Setterlund |  |  |
| X | Sonya Zuker |  |  |

**The next regular meeting of the Matoska International PTO board will be held on Tuesday, April 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.**