**Matoska International Parent Board – School Year 2013-2014**

**Meeting Minutes – April 8, 2014**

**Introduction**

The meeting began at 6:15 p.m.

**Previous Minutes**

The March minutes were unanimously approved.

**Amazon Smile**

* Will donate a percentage of sales (similar to Target) to Matoska. Board unanimously voted to approve the registration with Amazon Smile since it is a zero cost membership and it has been requested by parents.

**Buzz Sheet**

* Current Buzz Sheet coordinator, Sonya Zuker, has done an exceptional job with the sheet but is unable to continue doing the sheet alone. She is requesting one of two options – a) next year’s MIPTO board designate a new person to coordinate the sheet (hopefully someone that is able to be present at school so they are aware of what is going on across the grades) or b) that someone step in to partner with Sonya to do the sheet.
* Some ideas generated: Designate a particular class to write an article each week and alternate between parent and student focus every other week.

**Secretary’s Report**

* Continued consolidation of MIPTO duties (ongoing and event) so the required time is documented. Please continue to send any information to Courtney Gibbs.

**Treasurer’s Report – John Rogers**

March 2014

- Savings balance per bank statement as of 03-31-14 is $20,096.30

- Checking balance per bank statement as of 03-31-14 is $6,992.44

- Year-to-date income is $ 30,712.84 and expenses are $ 18,756.83 (as of 03/31)

- The Read-a-thon took in $2,847.20 in March 2014.

- Liability insurance through AIM was paid in full for the year in March 2014.

The board unanimously approved the Treasurer’s Report.

**Principal Report**

* Matoska will be hosting the south end summer school program is being planned currently and looks like a great option for kids. The program is partnering with the playground program and working to provide transportation where needed.
* Busy season- everyone is pitching in to help with testing, art fair is coming up, conferences, and 5th grade projects.
* Matoska has a few new faces to assist with playground help, testing, and mentoring.
* Rachel Gifford will be moving on from Matoska next year. She will be greatly missed but the staff wishes her the best.

**Activities Update**

**Overall Discussion**

* Would be helpful to publish ‘Save the Date’ notices for all events to parents since many are not able to take off one or two weeks beforehand, especially with the carnival, fun day, recitals, and 5th grade projects all within the same timeframe.

**Carnival**

* A bike was purchased for the carnival raffle
* Still looking for volunteers
* PTO table at carnival- voted no for the following reasons 1) objective is unclear and 2) MIPTO members will already either be volunteering or enjoying the carnival with their students

**Fun Day**

* Tents have been reserved
* Still looking for volunteers
* Potential to put sign up to notify parents of Fun Day and volunteer opportunities?

**Fundraising**

* Chipotle- White Bear Ave location on April 23rd. 50% proceeds go to Matoska.

**Elections**

* Request for volunteers went out April 10th with return deadline of April 25th
* Ballots projected to go out the following week

**Meeting Ended**

**Attendees**

|  |  |
| --- | --- |
| **Board** | **Staff** |

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| --- | --- | --- | --- |
| Becky Richnofsky (Co-Chair) | **X** | John Leininger (Principal) | X |
| Heather Gysbers (Co-Chair) | X | Kirsten Duoos (IB Coordinator) |  |
| John Rogers (Treasurer) | X |  |  |
| Courtney Gibbs (Secretary) | X |  |  |
| Jill Harding |  |  |  |
| Angel Fleming | X | **Others in Attendance** |  |
| Sonya Zuker | X |  |  |
| David Miller | X |  |  |
| Jodi Hawkins | X |  |  |
| Jessica Ellison | X |  |  |

**Google Drive**

Email minutes to Matoska [Parents@gmail.com](mailto:Parents@gmail.com). Will save documents on shared drive.