Introduction

The meeting began at 6:00 p.m. Those present introduced themselves. John Leininger provided overall summary of typical meeting process for the benefit of the new members.

Officer Elections

The board voted unanimously on the following appointments:

Co-Chairs – Becky Richnofsky & Heather Gysbers

Treasurer – John Rogers

Secretary – Courtney Gibbs

Previous Minutes

The June minutes were unanimously approved.

Treasurer’s report – Angel Fleming

Savings balance per 7/31/13 bank statement is $14,845.01

Checking balance per 7/31/13 bank statement is $6,522.36

Year-to-date income through July is $63,090.63

Year-to-date expenses through July are $52,223.26

In light of the new Treasurer, John Rogers will be a new signer and Jennifer Weddell will be coming off of the account as a signer. John Leininger and Angel Fleming will stay on the account. As always any payments over $500 will require 2 signatures. In addition, any checks written out by Treasurers to themselves will require John Leininger’s signature.

The board unanimously approved the treasurer’s report.

Principal’s Report – John Leininger

School construction- The project is going very well. The new entrance & office are scheduled to be completed by mid-year.

Kindergarten enrollment- Very strong enrollment, school is near capacity for kindergarten. Matoska may need to consider a waiting list for next year.

Camp transition year – The student camp experience will be changing because the current student population is getting too large for the current camp to continue and the general consensus was that the 5th graders had a full workload already at that time of the year.

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Bear Power School Toolkit- A program run in partnership with the YMCA and HealthPartners was presented. Matoska can apply for awards of $1000 or $2000, depending on the goals achieved

as described in the informational page. The goals have to be in addition to current practices of Matoska. *Board members – please review prior to next meeting to discuss what improvements can be made at Matoska.*

School Board Levy – Historical context: 10 years ago a levy was passed for technology & instruments. The levy has since expired. The school board voted to continue the funding and it will be on the ballot next fall.

Staffing Update-

* John Leininger shared that he was very happy with the lineup of teachers for the school year and is pleased to have them all on the Matoska staff.
* 2 Teachers will be on maternity leave shortly and will have long term subs.
* Matoska is participating in a clustering program for gifted and talented students.
* Additional funding was received to hire a math support teacher. Interviews are currently taking place.

Proposed Budget

2013-2014 Budget Summary

The proposed budget for 2013-14 was presented. The board will vote on the 2013-14 budget at the September 10th meeting.

* As of 8/13/13 Income from fundraisers, donations, community contributions and other: $60,365.
* As of 8/13/31 Expenses from fundraisers classroom support, field trips, special events, special programs, support, donations to district and other: $59,210.

Question arose regarding the teacher’s support fund decrease from last year. John Leininger responded that the decision was made to decrease their funds and reallocate that portion to technology initiatives.

Target Take Charge of Education- The discussion arose over Target’s community support through the Take Charge of Education program. Several members present were not sure how to allocate donations through their purchases to Matoska. The idea of placing the information on the BuzzSheet again as well as information going home with kids was discussed. Courtney Gibbs will take the task of reaching out to Target’s community relations to understand what the donation ratio is and how parents can sign up.

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Saints North attendance – The board discussed ideas to increase Saints North night attendance. Possible ideas included skating with teacher(s) and/or principal.

Conferences will be held strictly in the evenings this year and the question arose if we could increase the budget for teacher meals. To be discussed at a later date.

Calendar of Events

Meet the teacher 8/29

Annual Donation Drive Letter

Donation Drive Letter – Past has had low response rate, David Miller to take initiative to look at options for formatting so the letter and adjusting the requested donation. Hope to distribute of the letter around Give the Max day in November.

Chip Shoppe

Chip Shoppe continues to be a great fundraiser. Materials will be sent home on Fri., Sept 13th.

Meet the Teacher

There will be a PTO table during Meet the Teacher night on Aug 28th at 5-7 pm. Angel Fleming will do Set Up to 5:30 pm and Heather Gysbers will do 5:30-7:00 pm

Angel Fleming plans to check and see if it would be possible to get some nut-free Chip Shoppe samples.

Open Forum

* Angel will send a new contact list for 2013-2014 board members and updated roles sheet for September’s discussion.
* District Forum- district is maintaining a list of district-wide PTO members with the intention of creating an open line of communication to share best practices.
* School supply kit – Idea brought up to purchase school supplies in bulk and then sell kits with everything requested (either as fundraising or just convenience for parents). To discuss at a later date.
* Increase Matoska community – ideas were discussed on how to create a more inviting atmosphere for new families to get to know the Matoska community. Ideas generated:
  + PTO members contact new families via phone or email to welcome them to the school and act as a resource for any questions they may have.

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* + Extend Meet the Teacher or Portfolio nights with family social time either in a common area or in the teachers’ rooms. Group agreed the teacher’s rooms may be difficult because many families have multiple children. John Leininger will bring the idea to the teachers for input.
  + Grade level parties
  + Name tags at school events with different color name tags, student’s name or teacher’s name so parents will have an easier time recognizing which other parents have children in the same grade/class.
  + Directory- push to get it out sooner this year, however the timing is dependent on the return of the privacy forms.
  + Teachers present at PTO meetings – grade level specific content so parents of those children can attend and learn more about what specific activities their kids are doing at school.

The meeting adjourned at 8:15 p.m.

Meeting Attendance

|  |  |  |  |
| --- | --- | --- | --- |
|  | | Staff | |
| X | Becky Richnofsky (Co-Chair) | X | John Leininger (principal) |
| X | Heather Gysbers (Co-Chair) |  | Gayle Chapman (volunteer coordinator) |
| X | John Rogers (Treasurer) |  | Kirsten Duoos (IB coordinator) |
| X | Courtney Gibbs (Secretary) |  |  |
| X | Jill Harding |  |  |
| X | Angel Fleming | Others in Attendance | |
| X | Sonya Zuker |  |  |
| X | David Miller |  |  |
| X | Jodi Hawkins |  |  |
|  |  |  |  |

The next regular meeting of the Matoska International PTO board will be held September 10, 2013. Monthly meetings are scheduled the second Tuesday of each month (exception March which falls on Spring Break week, will be moved to March 18th).

Details will be posted on the MIPTO website. All are welcome to attend.

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