

**DRAFT TCGIS PTO Meeting Minutes**  
**February 1, 2010**

**Attendees:** Rebecca Johnson, Kami Blackwell Kinney, Kelly Huxmann, Jo Nelson, Ursula Hargens, Britta Walker, Heidi Zimmermann, Renee Moelders, Leslie Watson, Kim Kompel, Liane Gale, Nicole Grenz.

**Location:** TCGIS

The meeting was called to order at 6:41 p.m. by PTO president Leslie Watson.

**Call for New Business.** Jo Nelson requested to add a fundraising item to the agenda, which will be added to Fundraising.

**Approval of Agenda.** Renee Moelders motioned to approve the amended agenda, Rebecca Johnson seconded, and the motion was unanimously approved.

**Approval of January Minutes:** Renee Moelders moved, Kim Kompel seconded to approve the minutes and the motion passed unanimously.

**Treasurer Report.** Due to absence of treasurer Molly McBeath, president Leslie Watson provided a summary of the 2009-10 balance sheet. Estimated income from fundraisers was compared with actual income. Most fundraisers are on target, with the exception of coffee sales. Some spring fundraisers may be eliminated (Strudel, Game Night, Rummage Sale), but that income loss may get evened out if Maskenball Silent Auction estimates of \$10,000 are exceeded. Less than \$100 from the Holiday Luncheon allocation was used to help paying tickets for interns. A short discussion ensued about the spring allocation for teachers. Kim Kompel moved that the budget be amended, so that the budget line item Spring Discretionary Fund is upped so that each classroom teacher, specialist or full-time equivalent, will receive \$200 per classroom, and that the augmented fund will be financed through excess funds or, if needed, from general funds. Renee Moelders seconded and the motion passes unanimously.

**School Board Report.** Board member Kim Kompel provided a summary of the January 26<sup>th</sup> meeting of the Board. The Finance Committee has started the budget process to prepare the budget for the school year 2010/2011. The Finance Committee starts the process by coming to the Board for guidance to identify school priorities, in case the school budget has to be cut. While the current financial situation is good, challenges may lie ahead. The Minnesota Association of Charter Schools has advised that a budget plan should be made assuming that this year's 27% state hold-back will not come back in the fall. Another challenge the school will face is that large federal grants will end at the end of this school year. The current budget therefore is not sustainable and changes to programming will have to be made. Due to the difficult budgeting process this year, a survey will be sent out to parents to identify priorities.

The Director evaluation, which is the responsibility of the Board is underway. A parent survey will be sent out as part of the evaluation. Board Chair Andrew Oxenham, Board Member Kim Kompel, and Director Annika Fjelstad met with five graduate student volunteers that will coordinate the Strategic Planning Process. Based on this discussion, the students will develop a work plan. They are also invited to the State of the School Address and will introduce the process to the community. Board nominations were discussed also. Board members Juergen Konzczak, Gretchen Nettet, and

Rebecca Hauth-Shmidt will rotate off; Gretchen Nessel is term-limited. Kim Kompel did not know whether the other two members would run again. It is recognized that a varied board that can come up with different ideas is a benefit to the school. Applicants with an education background or with business, human resources, legal, financial or marketing skills would be useful. Laws have recently changed on board composition requirements. Currently, the requirements are: one teacher from the school, one parent from the school and one outside community member. Members from the outside community are seen as beneficial. Kim Kompel also mentioned that the agendas for the Board meetings are posted at the bulletin board near the front entrance and that a Board packet will be available for review at the front desk five days before of a board meeting.

## **YTD Review**

**Parent Outreach.** Chair Britta Walker stated that the committee thought that it had done an excellent job with reaching out to new parents at the start of the year, but that it wants to put more effort into reaching out to all TCGIS families. Specific planned activities involve facilitation of communication (during State of the School Address), organization of a game night, soliciting feedback on the resource manual, organization of a Parents-Night Out. An idea was to post general and useful information for the community on the PTO website.

**Classroom Parents.** Chair Kami Blackwell Kinney is drafting an e-mail to the classroom parents for feedback on their experiences on holiday collections. CPs will help with marketing for Maskenball and are involved in discussions about school-wide policies regarding holidays.

**Spring Fundraising.** Kordula Coleman, who besides Heidi Zimmerman, has been a main organizer of the Rummage Sale, will not be available this year and as no one else has stepped forward, this year's rummage sale will be cancelled. Velasquez coffee is on the table to be eliminated. Spring plant sale will probably happen, including community plants and bedding plants. Strudel will not be offered this spring as Tanz in den Mai is cancelled. The Game Night that was run last year as a fundraiser (GameWright) will be done this year as a community get-together. Great Gatherings have been folded into Maskenball.

Leslie Watson communicated a fundraising idea from Park Spanish Immersion School, a Fall Read-A-Thon, where kids get pledges. Liane Gale communicated another idea, a school-wide Craig's list, whereby people would donate items to the school, which are then being purchased by interested buyers; the entire proceeds would go to the PTO. The donations would be tax-deductible, useful items could get recycled, and the PTO and the school could do fundraising with minimal effort. Leslie Watson stated that this would require a lot of initial effort.

Jo Nelson wants to host a 2 hr Silpada jewelry party at the school as a fundraiser for Marcy Zachmeier-Ruh during the first week in March, and is looking for support from the PTO.

**Education Support Committee.** Ursula Hargens is spearheading an effort to beautify the school. To this end the committee is organizing an event, whereby one day (before spring break) will be reserved for cleaning and organizing and a second day (during spring break) will be used as a fix-it day with building and installing. The hope is that this will be a community-wide effort. Britta Walker has volunteered to be the Cleaning Czar. A survey will be sent out to teachers about their classroom needs. Leslie Watson suggested creating a Clean-Up Task-Force and also reported of a warm reception of the clean-up plan during the last staff meeting. A specific clean-up plan will be drawn up ahead of time. Regarding the fledgling Greening Initiative, Leslie Watson said that in

communication with teachers it was realized that a broader school and community buy-in is necessary for any kind of Greening Initiative to work. A discussion ensued about the future role of the PTO in that.

**Playground.** There is no money to implement the playground plan. The allocated \$2,000 for the architect would therefore not be spent and can be used for improving the outdoor space and time. This issue will be brought up during the State of the School Address. The PTO could be the umbrella for a Playground Planning and Implementation Task-Force.

**Funding priorities.** The \$2,500 that is set aside for a major project will be used in consultation with the administration and may be used this year for plugging holes in the basic program, especially if the 27% hold-back does not come back to the school.

**Leadership transition.** Molly McBeath will run for treasurer again, and Gina Vader is willing to serve as Vice President. Leslie Watson will not run again for President again, but hopes that a potential candidate will be identified by April to facilitate a smooth leadership transition.

A motion to adjourn was made by Kami Blackwell Kinney at 8:12 p.m., which was seconded by Renee Moelders.

Submitted by Liane Gale, Secretary