**Meadow View PTO**

**General Meeting Minutes**

**January 19, 2021**

**Attendees**:

**PTO Board**: Kristyn Wujcik (President), Catie Kannenberg (VP of Communications), Lindsay Johnson (Secretary)

**Staff**: Lacey Dahl, Stacey Mellett

**PTO Members:** Laura Tapparo, Tiffany Bero

Meeting Start Time: 6:00 PM

Meeting Scribe: Lindsay Johnson

1. **Call to Order – Introductions**
2. **Officers’ Reports**
	1. **Principal’s Report – Lacey Dahl**
		1. **Nothing to Report**
	2. **President’s Report – Kristyn Wujcik**
		1. **Review of Meeting notes** from November 2020 General Meeting
			1. **Approved 6:0**
		2. Still awaiting applications for the **VP of Fundraising** position. Please e-mail PTO if you are interested.
		3. **No fundraisers** coming up in the Spring.
		4. Kristyn has reached out to Jacki Bledsoe re: **Nickels for Novels**. Jacki will get in touch with Kristyn if PTO assistance is needed.
		5. PTO will continue to promote Scrips, Amazon, Shopping Rewards, etc.
	3. **VP of Fundraising Report- Catie Kannenberg**
		1. **Read-a-thon Update**
			1. Raised total of $8,460 and PTO will get 75% of that amount.
				1. Check #1 was written on 12/07/2020 for $5,076.
				2. Check #2 was written on 01/04/2021 for $1,269.
				3. This was a respectable fundraiser outcome, especially given family situations right now.
			2. PTO will communicate a thank you to families on Facebook and in the newsletter with the amounts raised.
			3. The checks will arrive at the school. Lacey will check with Jenny to confirm both have been received.
	4. **VP of Communications Report – Catie Kannenberg**
		1. **Parent Survey**
			1. A survey will be going out with hopes of increasing PTO engagement with families and increase participation in PTO.
			2. It’s an 11-question survey that will be posted on website, Facebook page and in newsletter
			3. We have a modest goal that at least 20 families will fill out.
			4. We hope to improve PTO based off of the results.
	5. **Treasurer’s Report – Lindsay Johnson on behalf of Heather Myhr**
		1. **Reviewed Treasurer’s Report (11/01-12/31/2020)**
			1. Income: $6,881.63
				1. Individual Donations: $159.55
				2. Shopping Rewards: $1,460.68
				3. Scrips: $185.40
				4. Fall Fundraiser: $5.076.00
			2. Expenditures: $701.32
				1. Website Fees: $9.98
				2. Teacher Appreciation: $691.34
	6. **Secretary’s Report – Lindsay Johnson**
		1. Nothing to report
3. **New Business**
	1. No current grant requests
	2. **Snack Bags**
		1. The front office has noticed several kids within MDVE are frequently requesting snacks because they are hungry. Currently, office staff and teachers have been purchasing food out of pocket to give to these students. Other schools have prepared readymade baggies that go into backpacks of students that they know need it at the beginning of the day so students can pull out at snack time like their classmates.
		2. Laura offered to pick-up snacks from Sam’s for the short term as she was planning to go and grab water bottles for the office already.
			1. Lacey’s suggestions of snacks included: individual packs of graham crackers, goldfish, ritz crackers, applesauce pouches, granola bars.
			2. Large size bottles of water are preferred.
		3. School requests $200 from PTO to cover cost of future snacks that can be used for the snack bags for remainder of the semester.
			1. After review of bylaws, appears PTO can approve and school will submit receipts for reimbursement.
		4. **Approved 6:0**
	3. **Parking Lot Issues**
		1. It was noted that issues surrounding parking lot seem noticeably improved when Officer Morrissey was out recently.
		2. The question was asked if a sign could be added to raise awareness that the 20 mph speed limit continues after crosswalk, as people seem to speed up despite the flashing lights.
			1. Lacey talked to City Planning a couple of years ago re: signage and additional signage up by Butterfield Park, but it was denied. She can e-mail and inquire again but based on past, may not get anywhere.
		3. A security guard that typically is at the high school has been able to help out at MDVE 3 days/week while high school has been closed. This has been helpful.
		4. Lacey and Jenny try to go out and help with parking when they can. Some days it’s difficult due to short-staffing, and fact that all teachers have to be in classrooms at 8:15 a.m.
		5. Communications have been sent to parents regarding issues.
		6. Clarification that the school does prefer people head east on Butterfield so they turn right into parking lot. Main problem is some parents who are turning left into thru lane, then sit and wait with blinker on trying to get into Kiss ‘n Go lane.
		7. Lacey looked into putting speed bumps between lanes, but after looking into it, approval needed from Strategic Sourcing, Security, and due to lots of specifications did not pursue it.
		8. Additional signage is coming to clarify for parents to let kids out between cones.
	4. **Quarantine Clarification**
		1. There was a discussion regarding an e-mail that came out from district today regarding a MDVE class being quarantined. It appeared to have incorrect dates in it.
			1. Lacey was able to confirm that the date of exposure was Friday, 1/15 so letter does have correct dates.
			2. Therefore, tomorrow (1/20) would be day 5. On and after day 5, students with no symptoms can get a rapid COVID tests.
			3. If test is negative and there continue to be no symptoms, the return date (day 8) would be 1/23. Since 1/23 is a Saturday, the first available return to school day would be Monday, 1/25.
			4. Documentation needs to be sent to school nurse confirming test results.
			5. COVID communications have to come from Communications Dept, can’t come from principals. The schools can only field questions.
		2. Middle and high schools will return to school buildings next week and have ability to due targeted quarantining, but due to the specific nature of Elementary classroom and students this is not an option, so a whole class quarantines with an applicable exposure.
4. **Meeting Adjourned**

**End Time: 6:38 PM**

**Next Meeting: Tuesday, February 23, 2021 at 6:00 PM via Zoom**