



# Minutes

Altoona Elementary PTA Meeting  
October 10, 2011

I. Call to order by President Holly Brainard at 6:35pm.

II. Introductions. In attendance were Gina Christensen, Tracy Baerenwald, Sheena Foster, Donna Lemon, Angie Holloway, Dennis O’Lear, Karen Fisher, Sandi Tollari, Jeannie Christenson, Suzy Wilson, Kacie Lane, Kim Nelson, Holly Brainard, Michele Ramsey, Jillene Wilson, Andrea Frost, AndreaWeatherly.

III. Approve September minutes—Tracy Baerenwald moved to approve the September minutes. Mr. O’Lear seconded the motion. Motion passed and the September minutes were approved.

IV. Treasurer’s Report -- Michele Ramsey moved to approve the September 2011 budget. Kacie Lane seconded the motion. Motion passed and the September 2011 budget was approved.

## V. Committee/Coordinator’s Reports

### A. Box Tops/Campbell labels-- Suzy Wilson

1. Submission is due in November for boxtops, so December should bring the first check.
2. This month the school-wide contest will award 3 backpacks from the spiritwear sales to the 3 students whose names are drawn.
3. Last month 9-10 Altoona Elementary t-shirts were given away.
4. Boxtops don’t have to be attached to forms, but bottoms of forms need to be filled out when boxtops are turned in to use in the drawings.

### B. Events—Tracy Baerenwald

1. October 18-19 is Bianchi Boys Pizza from 4-9pm earning our school 20% of sales. Would be great to get a lot of support.
2. Checked into Pizza Ranch idea. We would need a commitment of at least 10 adults with 20 being closer to ideal who would work a shift between 4:30-9pm on a Monday or Wednesday night in February or March to bus tables and vacuum, etc., for 10% of sales and all tips. Will revisit this idea closer to that time and send home a flier looking for interest before committing.

### C. Facebook—Sandi Tollari

1. No new report.

### D. Fun Night—Gina Christensen

1. Date of 2012 Fun Night...March 10, 2012.
2. Under the Big Top theme to match the school PBIS theme.

### E. Fundraising—Holly Brainard

1. Pick up orders from Club Choice fundraiser on November 2. If circled on the packet 1:40, pickup is at 1:40. Otherwise pickup is from 4-6.
  - a. Need a couple of people to direct parents to their items for the 1:40 pick up and will need more volunteers to help unload truck from 4-6.

### F. Homeroom—Suzy Wilson

1. Fall classroom parties are coming up on Friday, October 21 from 2:45-3:30. Homeroom moms have been contacted and urged to contact all parents who indicated they will help. \$1.00 per student per party is budgeted for supplies. Be sure to save receipts to be reimbursed.

a. Try to take some pictures at the parties for the PTA newsletter!

G. Homecoming Float—Gina Christensen

1. Good turnout; thanks to everyone who helped. Thanks to Jeannie Christenson for driving!

H. Hospitality—Donna Lemon

1. Custodian Appreciation Week is in full swing this week. Donna is showing our appreciation to Skip, Bob, and Mingo by providing a dinner, snack and drink baskets, and gas cards this week. We do appreciate these people so much!

2. This week is parent teacher conferences and there will be two meals provided for our teachers. One includes pizza from Pizza Ranch and the other will be a spaghetti dinner. Donna had a good response from folks signing up to bring parts of these dinners.

I. Membership...Gina Christensen

1. Membership cards are coming soon.

2. Gina is considering a preschool and kindergarten parent meet and greet.

3. Gina will send out a membership sheet.

J. Newsletter—Michele Ramsey

1. Send pics from events and class parties to Michele!

2. Newsletter is emailed upon completion.

3. It is a challenge to find content for the newsletter since many of the activities and much of the information is emailed out in the separate blasts, but it may be convenient to parents to have the information all together in one place.

a. Ideas include a teacher spotlight, birthdays, ringmaster of the week.

4. Cut off for content is usually around the 24<sup>th</sup> of each month.

5. Michele will send an email to remind folks of her email address and to send her submissions.

K. Publicity—Sheena Foster

1. The Younkers coupon book opportunity has already started, but participating in the spring is a possibility. The fall one makes four times as much money as the spring, so it is an idea to consider for next fall.

L. Santa's Attic—Jackie Tewes

1. Sheena Foster will be helping with this.

2. December 2, 2011

3. No student is turned away. Up to four parents per student can be gifted.

M. Spirit wear—Shannon McWilliams

1. The company made extra items that will be placed in the display case to sell.

VI. Principal's Report—Mr. O'Lear

A. In the midst of Custodian Appreciation Week

B. This week is Fire Prevention Week. Will have a fire drill.

C. This week is conferences. Tuesday from 4-8pm and Thursday from 12:30-7:30pm. The Book Fair is happening in the library simultaneously. No school on Friday.

D. 3<sup>rd</sup> and 5<sup>th</sup> grade will do the CogAT—Cognitive Ability Test next week.

E. The Mad Science guy will be here for assemblies on October 18<sup>th</sup>.

F. Fall parties are October 21<sup>st</sup>.

G. Red Ribbon Week is the week of October 24<sup>th</sup> and is managed by Mr. Miller and committee.

H. October 25 is the music program for 3<sup>rd</sup> grade at 6:30pm and at 7:15pm for 4<sup>th</sup> grade.

I. November 3 is the next RAMS celebration for PBIS.

J. November 8 is the next PBIS canteen to cash in RAMS tickets. STILL IN NEED OF ANOTHER VOLUNTEER TO HELP! Last time Sheena, Tracy and Suzanne helped.

K. Thank you in advance for the conference meals. They are very much appreciated.

VII. Teacher's Report—Kim Nelson and Andrea Frost

A. Regarding the money for teachers to spend for their classrooms, would like clarification. Gina Christensen will send an email out to teachers.

B. Thank you for Springbrook (overnight camping trip for 5<sup>th</sup> graders at an educational center) coming up on October 27 and 28.

VIII. Old Business

A. Fall Fundraiser

1. Need volunteers to help with pickup.

2. Limo reward...Club Choice representative will work it out with Mr. O'Lear.

B. Monday, October 17 at 6:30 at Willowbrook Elementary is the District PTA meeting. Anyone is welcome to attend.

IX. New Business

A. Jennifer Timm from Schnieder Graphics asked if we want to do a decal for fundraising. Have to buy in bulk. We would purchase for \$3.00 each and could sell for \$7.00 each.

B. Discussion on goals of our fundraising and goals for improving our school for our students.

1. Mr. O'Lear will invite Jason Kurth, the district technology person, to discuss with us technology options and information.

2. We should be more intentional about publicizing how we have used funds raised to improve the opportunities for our kids here at school.

3. We should be more intentional about publicizing how we intend to use funds raised during each fundraiser.

4. We need to create a strategic plan.

5. In the past, teachers were surveyed regarding their wants and needs for the classroom. Sheena will make a flier/survey for the purpose of garnering the teachers' input.

C. Mitchellville sent an invitation to the Mitchellville Fundraiser Trivia Night on October 28. Tables of 8 are \$12.00 a person. Let Holly know if interested. Bring your own food and drink. May dress up; prizes awarded for costumes.

D. Next PTA meeting is Monday, November 14 at 6:30pm.

X. Adjournment

A. Meeting adjourned at 7:50pm.

Respectfully submitted by Sandi Tollari  
Altoona Elementary PTA secretary