



**Minutes**  
**Altoona Elementary PTA Meeting**  
**September 12, 2011**

I. Call to order by President Carrie Jones at 6:35pm.

II. Introductions. In attendance were Holly Brainard, Gina Christensen, Dawn Pladna, Tracy Baerenwald, Suzanne Kurth, Sheena Cochran-Foster, Donna Lemon, Andy Lemon, Angie Holloway, Shannon McWilliams, Dennis O’Lear, Karen Fisher, Carrie Jones, Sandi Tollari, Shari Atwood, Jean Christenson, Suzy Wilson, Anna Jones, Kacie Lane, Kim Nelson.

III. Approve May minutes—Gina moved to approve the May minutes. Shannon seconded the motion. Motion passed and May minutes were approved.

IV. Treasurer’s Report by Karen Fisher.

A. How to handle money

1. Any PTA forms with money go to Miss Kim the school secretary, then to Karen Fisher the PTA treasurer and the forms continue on to the appropriate committee chairperson.
2. Keep all receipts for reimbursements. No reimbursements will be made without receipts.

B. Budget

1. Proposed budget was created at a June meeting. Tonight Karen went through the budget with the attendees and explained how to read it and what each item means.
2. The amount of money from the dues that our local PTA will keep is going down from 75cents to 25cents per \$5.00 dues paid.
3. There are frozen bananas left from the RAGBRAI fundraiser that will keep to be sold during the year, possible at fun night.
4. The committee at the budget meeting wanted to be sure to keep field trips and classroom enrichments and not cut anything that impacts the kids. PTA wants to be able to say YES and not no when approached to help the school and students.
5. To do: update and create written parameters for enrichments and classroom games so it is clear to teachers how they may spend the funds. Currently is it unclear to teachers what the PTA’s intentions are for the money.

C. Approve Proposed Budget

1. Kacie Lane moved to approve the proposed budget for 2011-2012. Dawn Pladna seconded the motion. Motion passed and the proposed budget for 2011-2012 was approved.

## V. Committee Reports

### A. Box Tops/Campbell labels: Suzy Wilson and Dawn Pladna

1. Campbells labels for education are points that can be redeemed from a catalog. The catalog is viewable online and can be printed. The school will print one so the teachers can look at it to choose what to redeem with the points.
2. A letter was sent home this year explaining what we collect and contained new and improved instructions. See website for information. Continuing the monthly drawings for kids who turn in the sheets. Can be turned in anytime, however.

### B. Events—Tracy Baerenwald

1. September is Over the Top contest with other SEP schools.
2. October 18-19 is Bianchi Boys Pizza from 4-9pm.
3. November 15 is Sugar Shack from 4-8 pm.
4. December 13-14 is Burger King from 4-8pm.
5. January 17 is Claxons from 4-9.
6. Many more ideas were shared and will be looked into...Pizza Ranch and Wendy's.

### C. Facebook—Sandi Tollari

1. Can post pics and event news...just let Sandi know. The district also posts the email blasts items on it.
2. "Like" it to stay involved.

### D. Fun Night—Gina Christensen

1. Fun Night is like a school carnival that has included dinner, auctions, games and entertainment over the years.
2. This year is a circus theme to match the building's PBIS theme.
3. Date of 2012 Fun Night...March 10, 2012.
4. Need lots of dedicated volunteers to work hard and have a great time.

### E. Fundraising—Holly Brainard

1. Fall fundraiser is Club Choice. Kick off is this Wednesday with an assembly at school.
  - a. Packets due back September 27
  - b. Pick up orders on November 2. On packet must circle 1:40 if wish to pick up at that time. Otherwise pickup is from 4-6 on Nov. 2.
  - c. Will need volunteers to help unload truck from 4-6 on Nov. 2.
2. Spelling Bee fundraiser on November 14 (Mr. O'Lear)
3. Looking at doing Younkers coupon books in the spring (Sheena Foster).

F. Homeroom—Suzy Wilson...still filling up homeroom parents for homerooms. Some are filled. For others, notes will go home asking for volunteers. Another note will go home asking for parents who can help with class parties by donating or attending.

### G. Homecoming Float—Gina Christensen

1. The DeDecker family is generously loaning us the hay rack. Now we need a volunteer to provide and drive the truck to pull the hayrack.
2. Theme is Space Jam.
3. Parade is next Thursday. Starts at 6:00. Float will be there at 5:00. Kids should arrive at 5:30.
4. NEED DONATIONS OF CANDY! Send to school office!
5. If student is on float, parent must accompany either on float if there is left over room or walking along side.
6. Decorating will take place both during the day and evening. Gina needs volunteers and ideas.

### H. Hospitality

1. Donna Lemon is the new chair and has talked with Holly about ideas.
2. Andy Lemon and Suzanne Kurth will assist, especially during the day when Donna is at work.

I. Membership...Gina Christensen

1. Encourage parents and staff to join!
2. Membership is \$5.00.
3. Only paid members can vote.

J. Newsletter—Michele Ramsey

1. Send pics from events and class parties to Michele!
2. Newsletter is emailed upon completion.

K. Publicity

1. Sheena Foster and Suzanne Kurth will chair!

L. Santa's Attic—Jackie Tewes (no report)

M. Spirit wear—Shannon McWilliams

1. Volunteers are needed to help sort next Tuesday at the Altoona Public Library from 6-8pm.
2. Volunteers are needed Wednesday morning to help distribute at school to classrooms.

VI. Principal's Report

- A. Fundraiser kick off this week
- B. Homecoming next week
- C. SEPTEMBER 28<sup>TH</sup> IS SCHOOL PICTURES
- D. October 6 is the monthly RAMS PBIS celebration
- E. Custodian Appreciation Week is October 10
- F. Conferences Oct. 11 and Oct. 13 with book fair as well

VII. Teacher's Report (no report)

VIII. Old Business

- A. Audit of last year's budget books was okay.
- B. Digital visualizers...Now music, art, library, and the new 5<sup>th</sup> grade classroom have the visualizers. Last year PTA purchased 2 and the district matched that!

IX. New Business

A. Fall Fundraiser

1. Begins this week and ends September 27<sup>th</sup>. Pick up on Nov. 2.

B. Scoopin' for Schools Contest

1. Starts September 12 at Over the Top.
2. \$1.00 for our school per large sundae purchased and .50 per small sundae.

C. Spirit Wear

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D. Homecoming float

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E. Book Fair

1. Happening in the library during conferences October 11 and 13.
2. Need PTA volunteers to help run the book fair.

3. The students benefit from the book fair through the new books obtained for the school library because of the book fair sales.

F. District PTA meeting

1. October 17, 6:30pm at Willowbrook Elementary
2. Anyone is certainly able to attend.

G. Fall Parties

1. October 21 from 2:45 to 3:30.

H. Membership cards will be handed out to paid members after Gina finishes them.

I. Voting at meetings...only paid members may vote.

J. Volunteers to help with RAMS cart for PBIS.

1. Sheena Foster will be in charge of the RAMS cart!

K. Resignation from Carrie Jones at 8:37pm.

1. Carrie has been hired as a first grade teacher in Bondurant and can no longer fulfill duties of the Altoona PTA presidency as she intended. She will remain an active member of the PTA and submitted her resignation in writing. Mr. O'Lear and the whole PTA thanks Carrie for the dedication she applied to her role as president and appreciates all she has done.
2. Holly Brainard steps up to be president of the Altoona Elementary PTA. Motion made by Gina that Holly will replace Carrie as president. Karen Fisher seconded the motion. Motion passed. Holly Brainard is now the Altoona PTA president.

L. New Vice President

1. Motion made by Suzy Wilson for Gina Christensen to replace Holly Brainard as vice president of Altoona Elementary PTA. Motion seconded by Kacie Lane. Motion carried. Gina Christensen is the vice president.

M. Next meeting is October 10 at 6:30 in the Altoona Elementary School library.

X. Adjournment

- A. Meeting adjourned at 8:48pm.

Respectfully submitted by Sandi Tollari  
Altoona Elementary PTA secretary.