

**Southern Bluff's PTO Meeting
August 16, 2021**

Attendees: Heather Harpenau, Kristin Damstra, Lisa Schreiner, Walt Smanski, Deb Kettner-Sieber, Jenny Laszewski, Alex Powell, Kara Seiffert, Andrea Poukey, John Parkyn

Meeting called to order by Heather Harpenau at 6:35pm.
Welcome and Introductions were made

Treasurer's Report: We discussed a summary of what PTO does for the school and how funds are raised. We raise the majority of our funds through the Holiday Fair which is the 1st weekend in December. We sell Kwik Trip Scrip cards (Kwik Trip gives us a portion of the proceeds for everything purchased in-store.) We also raise funds through Amazon Smile (To use: choose Southern Bluffs W H E E L as your charity), a portion of your purchase will come to Southern Bluffs. We have a Spring Picnic for all Southern Bluff's families. For the Holiday Fair, businesses donate for the silent auction and we have Kidland for shopping. We prepare in the fall for the Holiday Fair. Our current balance is \$8025.87. Our available balance is \$5939.38. Last year, we allocated \$5,000 to cover back-to-school needs. We spent \$2900 of the allocation. We have \$2k left to continue that allocation into the fall. Southern Bluffs received a grant in the spring through Dahl Automotive. Mrs. Schreiner will use those funds first before dipping into school supply allocation. At the beginning of each school year, we set up an allocation for field trips (In the past it has been around \$4500). We applied for raffle license renewal for the Holiday Fair. It has been completed. Walt will complete our submission for the tax return. We are always looking fundraising ideas. It is normal to begin the school year with around \$5,000. Another easy fundraising opportunity is through Box Tops. It is all electronic through the app, no more clipping coupons. We receive a quarterly check from Box Tops. Box Tops includes hundreds of grocery store items including cereal, paper goods, frozen foods, etc. You choose Southern Bluffs as the beneficiary through the app. You receive a notice on how much you have contributed and how much the school is earning through the app. We have sent newsletters in the past and have a big booth at the Holiday Fair to notify parents of the fundraising that we do. We also do reminders via social media.

Motion to approve Treasurer's report: 1st: Kristin Damstra, 2nd Alex Powell

Principal's Report: The theme for this year is "Anything is PAWsible". Thank you to the PTO for paying for the staff shirts. Kids can easily identify teachers on the first day of school because of the shirts. Southern Bluffs is a part of a social emotional learning pilot. Teachers will be providing explicit instruction on second step digital curriculum, 20 units will be embedded within school and learning. We will post on social media what units we are covering. Some of the units include growth mindset and empathy/kindness. There will be different focuses depending on the grade level. We are going to be very intentional about teaching it. Your child's teacher will be posted on August 20th via Skyward. We are still making changes and we hold off on posting it until all/most changes/adjustments are made. We have many new faces including Ashley Case (Early Childhood), Makenzie Turner, Beth Pogreba and Lizbeth Novak. Cong Moua and Mr. Skiles will be the custodians at night, and Tom Fisher is during the day. Kindergarten will stay the same. Samantha Stout is in 1st grade. Ms. Meyer, Ms. Rosel, and Mr. Dutchin will be in 2nd grade, New teacher assistants are Ericka Johnson, Julie Kielen and Jenny Banse. Michelle Powell will be focusing on behavior. We will use ESSER (Elementary and Secondary School Emergency Relief Fund) dollars to make an impact on student learning. Katelyn Koehler (Physical Therapy) and Barb Oettel (Student Inclusion Coach) will be joining us. We are still hiring a teacher's assistant. We will continue to follow the Harvard model for Co-vid. How the community goes is how decisions are made in the school district. This is how we determine our masking. We are going to try to stay 3 feet

apart in classrooms. Breakfast will continue to be in our classrooms, but lunch will be in cafeteria. Kids will sit in the same spot everyday in the lunch room for contact tracing purposes. Last year, we did health screeners, this year we will not. We will have an 8:20am drop off. Grade levels will have assigned doors, the same as last year. Parents will wait by the flag pole. It worked well last year. There is no cost for school breakfast and lunch again. We feel comfortable with our Covid protocol. We have approval to do events, but need to continue to follow protocol. There will be no morning recess. We will have a soft landing where the kids come in and go directly to their room. Open House: If you have the ability, its best to come between 1-5 pm for picture day, and then come for open house from 6-7pm. We have approximately 320 students this year. Every year Mrs. Schreiner makes a chronological picture book. You are welcome to look at it if you have time. The kids brought their community cookbooks home from school at the end of the school year and the CRVA kids picked theirs up. Our art teacher, wrote a grant from LPEF. Kids wrote/submitted family recipes and explained why it was a family favorite. The PTO didn't receive a funding request for it after completion. Lisa will double check on that. The food pantry is in the student handbook which is found electronically. We have a food pantry and deliver to approximately 12 families. Becky Lueck has the information and will be looking for volunteers for the food pantry.

Approval of May minutes: The May minutes were emailed to those present at the meeting.

Motion to approve May minutes: 1st: Walt Smanski 2nd: Alex Powell

New Business: Walt discussed fundraising. Open House is August 25th from 6-7pm. Pictures are from 1-7pm. We need 2 volunteers to sit at the table. Life touch gives you a picture package for volunteering. John and Heather volunteered for the photo table. Spring Picnic is an event that we do at the end of the year. At Spring Picnic we provide hotdogs/hamburgers, entertainment, bounce houses, and a cake walk. It is a ton of fun and is generally held on a weekday. We discussed different options for a fall meet and greet event. We decided to have an ice cream social. We discussed different ice cream options including an ice cream truck, discounted food options through John, Dilly bars/ice cream cups in coolers , etc. The ice cream social will be the 23rd of September from 6-7 pm. We discussed separate ice cream sites by grade. We discussed having a half sheet at the open house for RSVP purposes. We discussed the Holiday Fair: We discussed shopping for Kidland, gathering donations for the silent auction, and inventory of the PTO closet. We usually purchase items for \$.25 - \$1 and sell for \$1 - 3 in Kidland. We will reimburse you for items you purchase. Purchase things the kids can get excited about. The children shop in Kidland for presents for family/friends. We have helpers that help them choose and wrap their items. For the Silent Auction, we have a spreadsheet of local businesses and ask for donations from those businesses for gift baskets. The day before the Holiday Fair we set up Kidland and silent auction baskets. It is a lot of fun. Teachers donate experiences, we have Principals purse, and a scratch off ticket tree. Some examples of the business donations are oil changes, dog baskets, swag, free fitness months, gift certificates , etc. It is a great family outing that is also a fundraiser. Santa Claus is there. Miss. Scheurell has ornament painting, and there is a teacher request tree (where you can directly donate to your child's classroom needs). We left the teacher request tree out in the hallway for families that couldn't make it to the holiday fair. After all the fundraising is done, we send out a letter to the teachers to ask what their needs are for the rest of the year. A big portion of our money goes to teacher requests. The Holiday Fair this year is on December 4th from 9-12pm. Thursday and Friday we have set-up during the day as well as Friday night. We used to do Dairy Queen and Culver's nights. Heather will check into those. Caribou coffee also does fundraisers.

Resignation and election of officers: Kathy is done being Vice - President due to her son going to middle school. Heather is going to step down as president as her 3 year term is up.

Heather is willing to take the Vice President position if needed. Thank you to Heather for her service.

Motion to nominate and approve Alex Powell as President and John Parkyn as Vice President. 1st: Walt Smanski, 2nd: Kristin Damstra

Is Michelle still looking for a PBIS parent volunteer - Will table until next time.

Alicia will continue to be DWEP representative from our school to meet with our superintendent and go to meetings. Alicia happens to be employed by the district.

What are the expectations from volunteers? Volunteers come to meetings, volunteer when they can, and help outreach to the students and families. They also help spread news about PTO and events. More hands make light work. Volunteering helps the kids, and you have a voice at the table. The most work involves helping with the holiday fair silent auction, collecting and asking for donations. We have a letter and a list. We have a letter and a thank you letter including the tax information. Southern Bluffs PTO page and Southern Bluffs Page on Facebook.

Motion to adjourn : 1st: Alex Powell, 2nd: Walt Smanski
Next meeting is September 20th @ 6:30pm "