



Jefferson PTO Minutes – March 3, 2014

President Brady Bargman called the meeting to order at 7:05pm. 16 people were in attendance.

Secretary's Report – Gina Nordeen

*February minutes were reviewed and approved with no changes.

Principal's Report – Marcia Beyer

*Construction will begin over spring break with the portable classrooms being blocked off from the school.

*PTO cabinets need to be cleared out with items being stored on select shelving in the stage area.

*Empty cabinets will be moved to the garage.

*Champlin Elementary will be storing curriculum items for Jefferson. Those items will be boxed and sent over.

*Exit door number eight will be lost for the spring due to construction. Legal exits have been figured out and staff has received new directions for exiting the building during emergencies. Affected classrooms will practice fire drills after spring break.

*The district is moving forward with a parent pick-up area off of 113th. The parking lot will be expanded. The loop in front of the school will be left for buses.

*Open house is currently scheduled for 8/27/14.

Volunteer Report –Cory Knapp

*There are 245 registered volunteers. 190 are active volunteers.

*2,397 volunteer hours have been completed.

*Staff appreciation dinner was well received. There was great volunteer participation.

*K skill builders class is taking place tomorrow evening. Two additional volunteers will be going through the training.

*Box tops were submitted by the February deadline. Approximately \$950 was earned.

*Three volunteers filled the request for most of the time needed by ESL teachers to take students to and from the classroom.

*Upcoming opportunities include first grade field trip, movie night, and the plant sale.

Treasurer's Report –Brady Bargman gave the treasurer's report.

*On 2/15/14 the PTO became aware of a massive misappropriation of funds.

*The PTO currently holds a check from the closed account for \$1357.39 and a check from Truist for \$25.50.

*The budget is closed until further notice.

*The police are waiting for subpoenaed bank statements from TCF, which should arrive by mid March. Those statements will be delivered to the county attorney and reviewed. The county attorney will determine charges and whether or not a criminal case will move forward.

*The PTO has insurance through AIM and the policy is paid and up to date. The claim process has begun and One Beacon the insurance adjustor has been spoken with. The claim must be completed by 5/12/14.

*Blaine High School has been notified that there will not be a scholarship from Jefferson PTO this year.

Funding Requests

New Requests

Old Requests

*Jefferson PTO owes Jefferson Elementary \$11,882.13 for Promethean boards, VSC invoice, and Chromebooks. In addition there are two checks for \$650 each that were not cashed by the school for lyceums.

*\$500 is owed to Brady Bargman for the tax preparation bill.

*There was also a receipt for items for the teacher conference dinner paid by Jackie Bargman, and a Mick's printing bill for "I Love to Read" night paid by Gina Nordeen.

*There is currently one teacher reimbursement request.

Parent/Teacher Open Forum

*Ideas for a new/additional fundraiser were discussed to help move PTO forward.

*Melissa Persaud agreed to chair a dance-a-thon type event in May if the calendar allows.

*It was stressed that the Jefferson parents need to know more about PTO and what PTO does and supports.

*The question of the time of PTO meetings was discussed. The question was asked if meeting times were different would there be increased involvement.

Event Updates

Upcoming Events

*Brady Bargman is working on the flower fundraiser.

*Movie night will take place on 3/6. The doors open at 5:30. The movie license has already been paid for, and the only cost upfront is for popcorn. This cost is absorbed by the ticket sales.

*Kerri Jorgenson and Gina Nordeen are chairing the VIP breakfast with Brady Bargman chairing the set-up the night before.

*Teacher Appreciation week will be chaired by Molly Thomson and Holly Kottke with support from Gina Nordeen. They are working to get what is needed by donations.

Old business

New business

*Kim Reininger and Peggy Pagano are now the treasurers for the Jefferson PTO. The PTO by-laws require there to be at least four acting officers.

*The PTO is now taking nominations for the 2014-2015 school year. The offices that must be held are: president, vice president, treasurer, and secretary.

*The PTO is exploring ideas and changes to strengthen financial policy.

* *The meeting adjourned at 8:17 PM. Respectfully submitted by Gina Nordeen.