



Martensdale-St. Marys School District
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Josh Moser, Secondary Principal
Principal

Tom Wood, Superintendent

Beth Happe, Elementary

PTO Board Meeting: Tuesday August 16, 2022 6pm

Attendees: President: Jen Troll, Treasurer: Shane Eckelberg, Secretary: Megan Appell & past board members Lisa Roetman, Lori Vodraska & Colleen Krogman

Agenda:

*What is our PTO “Goal” for the 2022-2023 school year? Last year was involvement. We had great attendance last year per Jen Troll so hopefully more new people this year. Raised an amazing amount of money last year. Made a lot of momentum last year and want to continue to do this year too.

*Where are we at with the structure? Erin in charge with what’s left, going out for bids, whoever is building structure is drilling through concrete now because couldn’t coordinate everything at same time. School handles everything at this point, because it’s their structure we just write a check for it. \$18,100. 01 is what we are at. (includes \$5000 already earmarked). Erin will reach out to Wade to see where we are at. School board gets to vote yes or no – and they are all for it. PTO needs to know if there have been bids. School board votes on which bid to go with. Erin will get with Wade to get more information for August PTO meeting (8/30/22 at 6 pm). School board meeting is September 7. Can PTO provide recommendation of which bid to go with? Have donor that is willing to close gap for structure once get RFP if within certain amount. We also could do a close the gap fundraiser. Lori follow up with Erin in regards to speaking with Wade.

*What is our fundraising focus going to be? (Pre-K playground needs updated) How will we fundraise? List fundraising events for calendar year..... If school won’t help and we have a lot left for the structure, this may be our fundraising focus this year. Pre K playground we could fundraise to contribute to this but school would also need to contribute. Ask school for input on what they want us to fundraise for – wish list from the school. Replacing wood chips with rubber for playground is an idea. PTO wants to fundraise things that would be beneficial to our kids. Technology or classroom specific, teachers will need to reach out to PTO specifically. One year did \$200 use or lose for each classroom .

*Create list of PTO sponsored events for the 2022-2023 school year to be given out – Hand out at first couple meetings and also give to parents at the beginning of the year to encourage them to help.

*2022-2023 Recognition Dates – Usually on PTO parents page on Facebook, see if someone can find it If someone finds on PTO Today.com website, send to Jen Troll (Lisa Roetman found). Trudy had Excel sheet where she sent Facebook post shout out on Wednesday before about who is being recognized the following week (did this last year).

*Update our presence on the MSTM school page?? – Donation page all about structure so may need to change. Beth Grafft takes care of if want anything changed. Megan – should say on website to direct to facebook page for more information so not trying to read both and make sure you didn’t miss anything

*Review & approve budget – Anything identify on budget that should be adjusted based on last year, email or text Shane if it needs changed. Xmas party and teacher appreciation combined. Revisit some items to see if budgeting too much. Student and staff usually equal in how much budgeted for each. We

don't do much for students compared to staff. Remember we repurposed a lot of extras so didn't spend to budgeted expenditure this past year. Colleen says should have narrative written out specifying that explains that we use stuff from previous events for other events so looks like spending less on future events. Good to see how much spent per Colleen so we know what we have to spend to get to the actual profit. How much work goes into each event to see if work is worth profit and have debriefing or narrative after each event – profit, man hours, how much spent on prizes vs. food. Shane will add comments to his spreadsheet to say if have leftovers, etc so can do more accurate budget next year. Each chair should be responsible for detailed spreadsheet on what was spent vs profit etc. Ask Dana to do a template of what it would look like to have breakdown for each event. Amazon Smiles is what everyone bought – Trudy is going to do. Do push on amazon smiles for one month (switch over for this 1 month) – do push at beginning of year. Do we want all structure in next year's budget still? – Lori asked. Might spend more close to budget because don't have as much extra. Change to playground enhancements instead of structure on spreadsheet. Delete actual entries from last year to adjust for this year. Graduation Pre K and K cost – didn't get until July so goes to next fiscal year for budget per Lisa. Field day – contribute bottled water, Gatorade, or fruit so more health focused instead of candy. Winter goody bags and spring break goody bags is an idea (like little envelopes open each day of break) –Colleen idea. Rename blind bags to summer fun bags because blind bags confusing but kids like surprise idea. After winter break have supply cart for teachers.

*Copy of by-laws to new members for review (previously emailed) – Jen Troll emailed out to us. Jen Troll – be more specific about what each job role encompasses. Any person who is member of group can approve request is what they think is happening on Facebook – anybody can post on MSTM PTO Facebook now. Lori add admins to Facebook for new board members.

*Log in information for Google drive documents, PTO email account...what else?? –

Google drive, PTO Facebook page, new members provided login information

*Monthly Meeting Items to Discuss (what to add?)

August-Back to School Activity-Family Fun? Potluck/BBQ? Homecoming Parade Participation-Friday September 30? Community Day Participation?- Jen couldn't attend information on community day because meeting was last minute, said PTO not participate unless someone else wants to lead

September-Trunk or Treat, Recap of last year for attendees, send home field trip donation form

October-November Conference meal

November-holiday shop, teacher appreciation event? Activities for January?

December-No PTO meeting, board meets

January-Family Event/Adult only event/4th-5th-6th grade dance (2/10/2023)

February-March Conference Meal, Activities for March? Carnival.

March-No PTO meeting, board meets

April-Teacher/all staff appreciation, End of year involvement-Fun Run, Graduations for Pre-K & K, Blind Bags

May-vote for new board positions/end of year volunteer appreciation

*School Open House-Thursday August 18th 6:30-7:30pm/First day of school Tuesday August 23rd

*Need to decorate our PTO board for beginning of school.....

*First PTO Meeting Tuesday August 30, 2022 6-8pm. Will most likely have monthly meetings on Tuesdays....

-Field Trip Donations/ "UN-Fundraiser" /Other options....

-Outdoor Pergola Structure Campaign: **Chair: Lori Vodraska**

*What is our current total for this? Progress to date?

-School Dances (\$5/kid, 4th/5th & 6th graders): **Chair: Wendi Eckelberg**

*Scheduled for 2/10/2023

-Silent Auction/REDNECK GALA: **Chairs: Trudy Eaton & Katie Eads**

*Planning "Adult" fundraising party for January/February

-Trunk or Treat: **Chair: NEED A CHAIR – Get enough word out there for 1st and 2nd PTO meetings to get new volunteers – NEED A CHAIR**
Souper bowl event – everyone bring soup and pay certain amount for all you can eat – Gaby’s idea last year

*Check with Jackie Devries/Amber Cooley??

*October 29, 2022

-Staff Appreciation Days: **Chair: Jen Troll**

*Volunteers: Dana Yonker & Megan Appell

-Conference Food (November/March) **Chair: Jen Troll**

-Family Fun Events-skating, bowling, etc. **Chair: Erin VanWaus**

*Possible ideas are skating in “winter,” Family BINGO night, movie

-Box Tops: **Chair: Ashley Gideon**

-Amazon Smile: **Chair: Trudy Eaton**

*Will create a flyer for open house

-Blind Bags: **Chair: Megan Appell**

-Carnival: **Chair: Dana Yonker**

*Carnival Date March 25, 2023

*Would like to make more money, keep it in 2 gyms, use event chairs to be in charge of certain things-no floaters...less food

-Holiday Shop: **Chair: Lisa Roetman**

-School Bulletin Board: Erin VanWaus reaching out to ask Erin McCullough if she is interested

-Community Day: Trudy Eaton reaching out to Pam W. to find out details-how will we participate?

-Spirit Wear & School Supplies: **Chair: Katie Eads**

PTO storage – At B&B Storage in Bevington now. Looking at portable shed to buy and put next to maintenance in St. Mary’s – Shane will give proposal at first meeting - where we are now vs. where we could be. Seems like a pain to drive to St. Mary’s to pick up . ultimate goal is fridge and freezer in the shed. Maintenance has power access at the building that we could connect to . 2 x 5 x10s . ¾ fill a 5 x 10. Right now can’t store food and drinks in current shed. Need room for growth – think 10 x10 or 12 x 12 for size. 5 or 6 year return on investment for bigger high quality shed.

Back to school supplies – Suggested or donations for Clorox wipes, Ziploc bags and Kleenex .

After winter break – supply cart to fill for when supplies start to dwindle – put under classroom supplies – create new section, \$500 (take money from appreciation) – put planners, teacher requests, anything with classroom would be classroom needs , at Christmas time do a tote with Clorox , Kleenex, crayons, about 10 of each item for supply cart for teachers to take what they need. Another idea is a teacher Easter egg hunt – where get to shop off table a or b if they got certain letter or candy or points, etc. Colleen idea.

Teachers should do Amazon wish list – PTO would push out for them if they did

Idea went to Max about all groups meeting with events at the beginning of year

Trudy said forgoing Redneck Gala and will do more family friendly event

Erin McCullough doing board design at school

Trudy, Erin Van Waus, Erin McCullough doing back to school BBQ.

Who will be in charge of posting meeting reminders on Facebook?