

# Highland Park Elementary PTO Meeting Minutes

November 14, 2024

- A. **Call to Order:** Welcome to Parents and Teachers
  - a. 7 educators and 7 Parents in attendance
  
- B. **Minutes:** Minutes from the previous meeting reviewed, approved, and posted for public viewing on the Highland Park link on the SCSD2 website underneath the *Parent Resources* tab for reference
  
- C. **Principal's Report:** Molly Swan
  - a. Great year so far- Day 55
  - b. Parent Teacher Conferences and Book Fair went well
  - c. Upcoming events
    - i. Nov 25 Report Cards go home
    - ii. Nov 26 -Turkey trot- Turkey costume for one teacher
    - iii. Nov 27-29 Thanksgiving Break
    - iv. Dec 16- PTO Provides Lunch for HP Staff- watch for a sign-up genius
    - v. Dec 16-20 Christmas Dress-up Days
    - vi. Dec 19 Christmas concert
    - vii. Dec 23-Jan 3 Christmas Break
  
- D. **Treasurer's Report:** Nicole Christensen
  - a. Current Balance: 6,714.02
  - b. PBIS Funds Coming
  - c. Expenses
    - i. Posters for Fun Run
    - ii. Snack Pantry
    - iii. Accounting
    - iv. Signs- did make a little and have extra for next year
  
- E. **Old Business**
  - a. **Jogathon and Sign Sales Feedback**
    1. Sign Costs: \$337 Sign Sales: \$435 = \$98 Profit
    2. Left over sign we will sell next year
    3. HP Fundraiser Funds bought new playground equipment for each class

4. Remaining Funds will be available for other teacher/student support and celebrations throughout the year
5. Thoughts for next year
  - a. Add misters, maybe a cold treat- depending on weather
  - b. Kids put in so much effort!
  - c. Add labels for name, grade on the back of the signs for easier return.

**b. Book Fair Proceeds and Feedback**

1. Success- appreciate parent volunteers
2. Less shopping days but close to previous years in sales
3. Total sales \$6,124.33
4. Spent \$2,422,17 Scholastic Dollars
  - a. Free book for each student - less than \$8
  - b. Money to Mrs. Hanchet to buy new books for the Library- \$528.98
  - c. Guessing jar winners- \$45.98
  - d. Proceeds this year- \$3,062.17 in Scholastic Dollars- Give back to the school
    - i. use for \$8 book for each kid,
    - ii. K screening books to give away,
    - iii. Buy chapter books for Bingo for books
    - iv. Library money for books
    - v. Sometimes help a new teacher build a classroom library
    - vi. If extra spread amongst teachers to use online
  - e. Scholastic was not easy to work with and the book selection was poorer than past years
  - f. Possibly look into locally ran book fair with Sheridan Stationary
  - g. In the Spring- check out Meadowlark's Spring Book fair
5. Current Scholastic Balance is \$4,991.16
6. **Name Bubbles**
  - i. Share partnership link with parents
  - ii. If parents purchase using a link, 10% of sales go to the school
  - iii. Nicole- set up a Paypal account to receive payment
  - iv. Send out link in January- check if there is a closing date

**F. New Business**

- a. **New Volunteer Officers for 2024-2025 School Year-** (Positions run November to November)
  - i. President - Janeal Barney

- ii. Vice President - Jessica Wasserburger and Erica May
- iii. Abby and Nicole are staying on as Secretary and Treasurer
- iv. Sarah will stay on as Past President

**b. Christmas Events at HP**

- i. Angel Trying for 20 families- Set up in the Entryway
- ii. Food drive benefiting The Food Group: December 2-19
- iii. PTO Christmas Luncheon for Teachers:
  - a. Monday, December 16th in Multi-purpose room
  - b. Will send out Sign Up Genius after Thanksgiving Break

**G. Any Additional Concerns or Announcements- NA**

**H. Adjournment @ 6:15**