



# Meeting Agenda & Minutes

## CE Jacobson Elementary PTO Meeting

Date: 11/27/2023

Location: Pizza Pub, Pine City

### 1. Call to Order and Attendance @ 7:15pm

Present: Jamie Amundson, Christiana Lawver, Megan Johnston, Kristen Leiferman, Sara Albrecht,

### 2. Minutes: minutes will be reviewed and approved via email

### 3. Officers' Reports:

1. President's Report - Jamie Amundson -
  - a. See updates below under individual topics
2. Vice President's Report - Kristen Leiferman -
  - a. See updates below under individual topics
3. Treasurer's Report - Megan Johnston -
  - a. See updates below under individual topics
4. Secretary's Report - Christiana Lawver
  - a. October's meeting minutes were posted on the school website

### 4. Principal's Report - Mrs. Alicia Nelson -

- A. From prior meeting:
  - a. Would like to host STEAM challenge, reading lock in, and math games night.
    - i. Jamie emailed with Alicia, hoping to coordinate on a date for January or February

### 5. Old Business

#### Teacher's wishes/requests

- Coolers for field trips, especially with wheels, that can fit under the bus. Taylor will figure out the dimensions and send to the PTO. Having 3 coolers would be very nice, wheels are the crucial part.
  - Per Alicia, the coolers need to be under 12 inches. AO "Stow & Go" coolers work well.
- Nurses office requested water bottles
  - 100 were ordered
- Homeroom teacher snacks
  - From prior meeting: Taylor will ask the teachers if they need anything. No updates yet.

#### Upcoming Event planning:

#### November Restaurant Night:

- Pizza Pub in Pine City
- Monday November 27th
- 5pm-7pm
- Will do PTO meeting after the Restaurant night is over
- Basket donations for the raffle
  - Perrault Chiropractic
  - Rush City carwash
  - Hairdo or dye
  - Hannah's cleaning service
  - Chuckers
- Christiana to bring the table cloth

### **Winter clothing drive**

- Alicia replied to Jamie's email that they are most in need of mittens, gloves, and hats
- Discuss winter clothing drive details at the next meeting

### **December 20, 21, or 22nd - Santa and Elves visit the classrooms**

- Jamie asked Erica for volunteers from the high school, pending response
- Megan has the Santa costume
- Kristen ordered mini candy canes

### **6. New Business:**

- January event to be discussed at December meeting

### **Upcoming event planning for the 2023-2024 school year:**

- December
  - 20th or 21st - Santa & Elves hand out candy canes
- January
  - 19th - Event - Possibly movie night?
  - Teacher's appreciation
- February
  - Hugs & kisses candy grams
    - Ask student council to help & use bags instead of boxes for easier delivery to teachers
  - 26th & 29th - Book Fair
- March
  - Restaurant night - date & location TBD
- April
  - Luau Dance - date & location TBD
  - 22nd - Earth day
- May
  - Book Bingo
  - 6th grade lunch

### **Upcoming meetings:**

2023:

December 11th: Monthly PTO Meeting - 6:30pm, location update to Tailgaters in North Branch

2024:

January 29th: Monthly PTO Meeting - 6:30pm

February 12th: Monthly PTO Meeting - 6:30pm

March 25th: Monthly PTO Meeting - 6:30pm

April 22nd: Monthly PTO Meeting - 6:30pm

May 20th: Monthly PTO Meeting - 6:30pm

## **7. Review Action items (old and new)**

ACTION ITEMS: To be completed before next meeting or date indicated:

1. Tasks listed above as assigned

**Due date:** by next meeting

## **8. Adjournment**