



Meeting Agenda & Minutes

CE Jacobson Elementary PTO Meeting

Date: 2/12/2024

Location: CE Jacobson Elementary

1. Call to Order and Attendance @ 5:30pm

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

2. Minutes: Approval of minutes from 1/29/24 meeting

3. Officers' Reports:

1. President's Report - Jamie Amundson -
 - a. Purchased candy for hugs and kisses
2. Vice President's Report - Kristen Leiferman -
 - a. See book fair update
3. Treasurer's Report - Megan Johnston -
 - a. No updates
4. Secretary's Report - Christiana Lawver
 - a. No updates

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. No update as of 2/12/24
 - ii. Gloves are needed for K-4
 - iii. Always looking for subs and paras.

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 but they don't have wheels. Taylor confirms wheels would be very helpful. Taylor is going to ask Dawn Nelson (bus driver) for dimensions. Going to ask for a link of a possible cooler option.
- Homeroom teacher snacks
 - From prior meeting: Taylor will ask the teachers if they need anything. As of 1/29/24 Taylor states snacks are still needed for K-2. Nothing too sugary or desirable. Order snacks and send to school directly attention Taylor to distribute them to the needed classrooms.

- 2/12/24: Kristen ordered snacks for K-2 and sent to Taylor to distribute.

Upcoming Event planning:

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. No need for a clothing drive at this time, gloves for younger grades are still needed.

Student council will be having a giving tree during conferences for wish-list for teacher needs. Taylor asked PTO to take a look at the tree.

Hugs & kisses candy grams

- Sold 485 candy grams at \$1/ea
- 157 candy grams donated by the PTO and others who contributed, to make sure that students K-4 got one.
- Lessons learned:
 - Do 2 rounds of sending out the flyers next year, we didn't get as much interest with only doing one round.

Book Fair - February 26th (day) & 29th (evening)

- Volunteer Sign up: <https://signup.com/go/gmpcnfb>
- Kristin posted to Facebook and PTO group messages.
 - Create PTO volunteers wanted flyer for grades P-3rd grades to put in Friday folders.
- Agreed to do concessions both days, but no hotdogs on Monday and will do the hotdog basket on Thursday night only.
- Jamie will price out the supplies
- Ask for High School student volunteers.

6. New Business:

- N/A

Upcoming event planning for the 2023-2024 school year:

- February
 - Hugs & kisses candy grams for Valentine's day
 - 26th & 29th - Book Fair
- March
 - N/A
- April
 - Consider concession stand during girls softball or baseball games - TBD (softball games are Tuesday night, starting April 9th)
 - 22nd - Earth day
- May
 - Book Bingo
 - 6th grade lunch

Upcoming meetings:

2024:

March 25th: Monthly PTO Meeting - 6:30pm, at Timeout in Rock Creek

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