

Cottage Grove Elementary PTO

Meeting Minutes

March 21, 2022

Held via Zoom



PTO Members Present: Bri Betts, Sarah Bigham, Heather Hansen

CGE Staff Present: Theresa Blume, Tess Soucheray*

Parents Present: Vanessa Benson, Andrea Cloutier, Megan Zachman

**represents staff & parent*

The March 21, 2022 meeting of the CGE PTO was called to order at 6:03 p.m.

1. Principal's Report

Theresa Blume shared an update:

- Thank you for support of staff meal during conference night
- Retirement Update – Candy Graham will be invited to an upcoming meeting.
- Kindergarten Night
 - Would love to have PTO present (on-site)
 - Provide treats- cookie, bottled water, pencils, etc.
- Return to normal
 - Each grade level is planning field trip for Spring
 - Grade level plays will be happening (i.e. 3rd Grade Planet Play)
 - Reminder: Parent volunteers need to complete background check
 - Field Day – work with Gina Tester to confirm date
 - Hold off on lunch visitors until 2022-2023 school year

The PTO further discussed treats to provide for Kindergarten night. Looking for ideas.

2. Treasurer's Report

Heather Hansen shared an update on recent activity and current balance. The YTD balance is approximately \$38,000.

- Scholastic deposit hasn't been cashed yet
- \$4000 of \$12000 remaining for school year classroom funds
 - To-do: Heather to email on deadlines for staff check requests (May 16th?)
- The Committee talked about process for funding general gifts
 - To-Do: Lindsey & Teresa to meet w/District finance Dept. on invoices & balance re: request for PTO to put in writing that remaining balances in gift account could revert to main account.
- Field Trips
 - \$500 per classroom
 - To-do: Teresa to follow-up to see what finance prefers for cost accounting (transportation)
- 5th Grade Celebration

- PTO to cover dessert/drinks
- To-do: Cindy to check with Culver's or MK Mart Ice Cream Truck

3. Spirit Wear

Tess shared an update – families liked options. Tie dye was popular, sweatshirts were good quality.

4. Culver's Nights (generally 2nd Tuesday of each month)

The group discussed Culver's Night:

- Upcoming Dates/grades
 - Tuesday, 4/12: 2nd Grade
 - Tuesday, 5/10: 3rd Grade

5. Conference Meal

- Discussed in Principal's Report

6. Teacher Appreciation Week: May 2 – May 6 (56 CGE Staff Members)

Megan presented ideas/schedule for each day of the week

- A few ideas to follow-up on:
 - Confirm daily activities
 - Card cart/deliveries: who could do this?
 - Identify/assign jobs for the week
 - Work with Emily/Tom re: woodcutting
 - Tess to work on decorating cards with each class
 - Megan to "crunch numbers" on cost, budget

The meeting adjourned at 7:16 p.m.

Future PTO Meeting Dates (Mondays):

- May 9