

## December PTF Meeting: Cornerstone Christian School

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**Attendees:** Kelly Friesen, Teri Lynn Schrag, Krystal Hartmann, Jon Hood, Sara Hess, Jodi Deane, Lisa Binko, Haley Lester, Chelle Valivaara, Eva Cloward, Shiree King

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Meeting began at 7:02 PM.

- Financial Review: Shiree King noted that November included significant activity related to Beyond the Bell and the Thanksgiving meal. After a few more internal adjustments and reimbursements, the total income for the Thanksgiving meal is expected to cover the expenses. In addition, all expenses related to the installation of the flag pole and lights have been paid, and no additional expenses are expected.
- Prior Meeting Minutes Review: Chelle Valivaara proposed minutes from the November 2 general PTF meeting to be approved. Haley Lester motioned for approval, and Krystal Hartmann seconded the motion.
- Organization/Structure:
  - Bylaws: Chelle Valivaara explained that the school board had some questions/suggested wording changes to the draft PTF Bylaws. Two changes to the Bylaws were made and discussed and will need to be approved at the next PTF meeting and then resent to the school board for approval.
  - Event/Activity Handbooks: Preparation of the handbooks has been temporarily put on hold.
  - Storage room check-out: The PTF put up a board in the PTF storage room and requests that anyone who removes an item will write their name and the object removed on the board for tracking purposes.
- Post Event Analysis:
  - Beyond the Bell: Changes have been to the sign-out process. The decision was made to limit attendance to no more than 30 kids at each event. We are also going to start enforcing a sign-up deadline to eliminate last-minute registrations.
  - Teacher encouragement cards: It seemed to be a successful event.
  - Thanksgiving meal: The event went great and seemed to go more smoothly than last year due to change in location of the serving line and consistent kitchen staff and other volunteers. Suggestions for next year: 1. Ask this year's volunteers to do the same jobs next year. 2. Work with Hy-Vee ahead of time to better understand the amount of food to be provided compared to expected portion sizes, and inventory food as it arrives. 3. Try not offering

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child care for volunteers next year and see if anyone complains or uses it as an excuse to not volunteer.

- Update on P-T Conference Food: It is a good idea to have food available before conferences begin. We could send an invitation ahead of time with an option for a PTF volunteer to package food and bring it to teachers who request it. We could also provide to-go packaging so teachers could pack their own food and take it with them to eat as they have time.
- Upcoming PTF Events :
  - December 7 & 14 Beyond the Bell: The new sign-out policy will be enforced.
  - December 8 Spreading mulch on the playground: Dr. Schrag will send an email tonight that the playground will not be available after school tomorrow.
  - December 22 Class Christmas parties: Planning is underway. Any questions about available space should be directed to the classroom teachers.
- School Needs:
  - None discussed
- New Ideas:
  - Teacher Christmas gift collection: Jami Schuler proposed the idea of doing a centralized monetary gift to teachers/staff in lieu of individual Christmas gifts for those interested in participating. Dr. Schrag noted that her previous school offered a similar donation available at the Christmas programs. It was determined that this idea was not feasible to implement this school year, so more information will be gathered in hopes of implementing next school year.
  - Virtual Paint and Sip Fundraiser: Shiree King presented the idea of partnering with Heart & Soul Art Studio to offer a virtual painting activity to families, which would result in 40% returned to the PTF as a fundraiser. It was suggested to offer two paint options, as well as adding a contest component to create additional excitement. With no downside to this proposal noted, it was approved to pursue. Shiree King will work with the Art Studio and get an email out to families to advertise the fundraiser.
  - “Open House” to build community: Dr. Schrag noted that an art show has already been planned for the spring. She requested we avoid another event that adds work for teachers and another night to the calendar.
  - Live Nativity: Sara Hess suggested that we create a live nativity event.

Krystal Hartmann motioned to close the meeting, and Haley Lester seconded the motion. Meeting adjourned at 8:13 PM.