

NETTELHORST PARENT TEACHER ORGANIZATION

President	Treasurers	Co-Secretaries
Mags Hefferon Kelly Schoenfelt - <i>VP</i>	Doug Bergman Brandon Fong	Allison Melowsky Beth Todd
Fundraising Chairs	Community Events Chairs	Communications Chairs
Paul Rozier Becky Tomlinson	Jesse Nolan	Sheena Finnigan Ryan Vlastelica
School Representatives		
Emilie Knieriemen - <i>Teacher</i> Teuta Gjeka - <i>Teacher</i> Dr. Joshua Marburger - <i>Principal</i> Corrine Ulmer- <i>Assistant Principal</i> Rotating Representative - <i>Local School Council Member</i>		

Agenda for NPTO Board Meeting on 10/14/2025 at 6:35 pm

- I. Approval of prior meeting minutes - approved
- II. Approval of meeting agenda - approved
- III. President's Report
 - humankIND - Going to be here for Halloween event, will be doing printing on site. Prove that we can drum up enough sales, bike bus unveiled at the event, 100 chicken coop totes, spread the word. Toolkit will be to marketing this week. Thoughts on doing another order before the holidays. Last year did well, decided to do it again. They now have a school partner dashboard. Anyone can see what that looks like. Can see what making off of it and what's selling better than others.
 - Introduce parents in attendance
- IV. Treasurer's Report
 - normal Quicbooks and Google site, mailchimp, paid liability insurance, made \$1074 from supplies, money from dags, paid \$417 for stickers, made \$250 from Stellas, \$3000 for beverage tent, pad \$125 for QuickBooks monthly fee, more Stallion Stampede, paid for SS banner, paid 3795 for books, paid to repair scoreboard, stool for PE, something for Coach Hanna,
 - \$399.99 for nutrition bucket when paying for cooking classes, vote to shore that one up, no cooking classes this year, work with Doug to pay Chef Lois. First one is with Spanish teacher and a couple coming up in Nov/Dec. Moving \$900 to health nutrition and fitness bucket from staff, curriculum bucket.
 - Short in chicken coop bucket - zero it out. 463.59 - don't need approval.
- V. Fundraising
 - Helping Hands - Nov 3-Nov.21
 - i. Working on website giving tech support at Givesmart to copy over but will do it manually if have to. Order at least 2 banners, community benefits hope to get donated. Will have QR code. Will track to see if drive donations. Need website first, didn't do logos last year.
 - 2D Cafe Fundraiser
 - i. Doing that last week of October, sent marketing materials, need to get to school members, have link for us already
 - D'agostino's Night
 - i. Every 2nd Thursday
 - Stellas Cafe Night

- i. waiting to find out how that did
- Just Salad:
 - i. 10/27 donating 10-15 Vegan options, gave Becky the menu, 3 salad options, one vegan, 15 people for vegan,
 - ii. - menu choosing for conference day
 - iii. - what time for pick up? - Josh said 1-2 is lunch; Jesse can get deserts, etc and do set up and tear down
 - iv. - donation day we would like to do. Approval. 30% goes back to the school. Hoping don't have to mention school. Pick a day.
- Auction Night
 - i. - choosing a date. Last two weeks in Feb, promoting it after helping hands
 - ii. -start getting the date out earlier this year maybe right after helping hands, the 21st or 28th of Feb
 - iii. -maybe a discount for early ticket purchase, before Christmas lock in and have an idea of who is coming
 - iv. Have with Popcorn 47

VI. Community Events

- Scareshop
 - i. Going well, 3 kids got costumes today, 1 got a costume last week, 16 kids got costumes night of movie
- Haunted hallway
 - i. Part of Little Monsters Crawl, Oct 25, 11-2, Family Room doing a craft corner, craft corner, lemonade and popcorn for small donation, two haunted hallways - treat and trick, both end near each other for Light the Night jack-o-lanterns, donation suggested but not required, sending out emails for volunteers, looking to use the fog machine, 8th grade parent reps to send out for volunteering, all communications are going out for room reps this week or next - mention to Kirsten
 - ii. What's donation method - cash, can't do Venmo
 - iii. Are we on the map, can we get on the map? Halsted is on Saturday now - Send and will put on map
- Fall bulb planting
 - i. have mixed success, some years people show up and some years not, Katherine will send an email, can push it back it out, 11/2 in the late afternoon, low key
- Walk and roll / bike and roll to school day
 - i. Bike bus is doing great

VII. Communication Updates

- reminder to send bios and pictures to the comms email address (communicationsnpto@nettelhorst.org)
- Could we have a subscribeable Google Calendar
 - i. people could have dates way out in advance
- Katherine posts a lot and Ryan can repost, if want to repost have to check, never have kids faces. Always put heart over it. Can email pics too.

VIII. Questions - Don't use Stickhorn Mule - but only one could get swag here on time, Jenny uses local printer that gets here in 3 days.

IX. Open Positions

- Fundraising Chair
- Treasurer
- Community Events
- Communications
- These will be board positions open. Highly recommend telling people early but use a threat, we can't have this we'll dissolve if people don't step up and volunteer. Say vacancies and time commitments.
- Do a separate email, for people that are new, a description of the role, contact of the current person; how much on your own, have something in place, continue this and add on to it. Losing everything or step in or build on that. Fundraising use the extra hands
- Opportunities for people to volunteer, hard to be on board, better way to get volunteers, subcommittees,
 - i. surveys are very general, tailoring what needs of NPTO, have a form, can you do design help, more information to get out, helpful for us to understand, gets newsletter, public Google calendar
 - ii. Video, board roles, any interest of being part of this, sub list of volunteers to reach out.
 - iii. Why don't people know about this volunteering list, bank them through the room reps, target volunteer list again. At all interested in volunteering, have pizza, talked about doing that. Get emails and follow up.
 - iv. How do we get in front of people?
 - v. How to Walk to School
 - vi. Open meetings????

X. Meeting adjourned at 7:38 pm