

NORMANDALE LEADERSHIP TEAM MEETING

September 14, 2022

Google Meet

4:30 - 5:30 PM

Meeting Called by: Jen Cook

Note Taker: JoAnn Russell

Attendees: Chris Holden, Jen Cook, Elizabeth Graser, Laura Walklet, Jacobsen, Genna Porter, Tracy Schaefer, Sheri Rosen, Andrea Butz, Harriet Abdo, Hope Miller, Heffelfinger, Molly Swiderski, Jen Scott, Lisa Bekemeyer, David Goldstein

Not In Attendance:

Meeting

4:30- May meeting [minutes](#) approved: Approved

Some discussion regarding the tax implications of teacher gifts through PTO.

Andrea: Teachers receiving more than \$600 per calendar year will receive a 1099 from the accounting firm.

Molly: Teachers are still unclear and need clarification

Andrea: If any teachers are close to the threshold, contact Andrea. She will also keep an eye on accounts that are close to \$600.

Hope: Why has there been a shift to this form of gifting?

Jen: This was very successful during COVID, and much simpler. It was very successful and much simpler for parents to acknowledge teachers and other staff.

Elizabeth: Is there a way to make this (missed this part)

Andrea: The giving is greater through membership toolkit, even with the tax implications.

Chris: And it's reaching a broader range of staff

Motion to approve: Chris Holden

Second the motion: Sheri Rosen

4:40- NLT Business

Jen Cook

NLT Open Positions

Jen: Needs two people to shadow, and other volunteer positions will be filled via SignUp Genius.

- School Supplies and Thank Yous?

Chris: Ashley Johnson, and who else to acknowledge. The school pictures wen really well. If we could draft a list of people to thank.

Hope: Thankful for being able to choose time slots for pictures

- Gala Update

Gala committee has been meeting. The date is Sat, Nov 12, at Interlachen from 6-1030. The band is booked, silent auction and live auction planning is going strong, teacher discount tickets, expect a record turn out.

- PTO General Meeting

Jen: Haven't had a PTO General Meeting in a long time

- Meet the interns?

Chris: In the past, meeting the interns was an ice cream social. Maybe do one with the superintendent? How do we get people to understand that the PTO is them? Jen and I will think about this.

- Meet the Superintendent?

4:50- PEF Update

Genna Porter

- Volunteer Update

The big push wen tout today and you can start signing up at 9am. Still trying to square away room parents. At least one room parent has signed up for most of the classes. We still need a 1st grade coordinator

Hope: We need one for 2nd grade

5:00- Intern Committee

Lisa Bekemeyer

- Intern update
- Intern Committee Update

5:10- Treasurer's Report

Andrea

- Andrea shared this updated profit and loss statement.

5:15- Communications Committee

Sheri R.

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5:20- Principal Report

Chris H.

- CSIP- Continuous School Improvement Plan
 - Normandale met its math goal last school year
 - Switching to a literacy focus for this school year.
- Construction Update
 - Major projects are complete for the school year. Tuck pointing continues while the weather is good.
- Assessment Update
 - Connect and Assess days allowed teachers and staff to gather data on students much earlier than in years past.
 - The District Assessment Committee is evaluating whether or not to shift from using the MAP assessments for program evaluation and student progress monitoring to FAST assessments.

Motion to Adjourn Meeting:

2nd motion to Adjourn Meeting:

Meeting adjourned

Next Meeting: NOV 9th