

## 6-3-10 Meeting

Present: Tami, Sue, Brandi, Shawn

### **Meeting location**

All future meetings will be held at Northstar East and we will arrange a child-care helper so that parents can bring their children.

### **Graduation**

Graduation is at Houghton School cafeteria at 4pm on Saturday, 6-12-10. The kids are expected to be there at 3:30pm. Potluck dinner will follow.

Tami would like help with set up and clean up. She will let us know what time she plans to be there for the set up.

Tami will be holding a silent auction. She will be requesting donation items from the families in the next newsletter.

Sound System – Tami will ask Whitney if we can use their sound system for the program because it is more up to date than what we have.

Slide Show – Tami will ask Sharon if she can put on the slide show. If Sharon can't do it Brandi volunteered to get involved.

Video of program – Tami has retained a photographer to video the graduation program and attach the slide show to the end. We will sell the video dvd for \$20 per dvd. Tami will prepare order form for the families as well as put the order form in the program the day of graduation.

PTO speak at program - Tami has asked Sue to speak at the graduation to give an update to the families what we accomplished this year. Tami asked that we go up on stage to be recognized and then go watch the kids back stage so that she can bring the teachers out and recognize them on stage.

### **Next meeting**

In July sometime - a family cook out event.

## 4-15-10 Meeting

Present: Tami, Sue, Sharon, Whitney

**Teacher Appreciation Week** is the first week of May.

The teachers are:

1. Ms. Tami
2. Mrs. Mary
3. Ms. Manjula
4. Ms. Vicki
5. Mrs. Gloria
6. Ms. Sandy
7. Miss Jill
8. Ms. Shawn
9. Ms. Cris

Tami will ask them to fill out a Teacher's Favorite list.

We will put a donation bucket by the sign-in keypad for donations from the parents to help with gifts & meals for the teachers for the week.

We will ask the families to contribute to a Teacher *Fan Mail* box. We will ask the families to write a "fan mail" note from them or on behalf of their child or ask their child to draw a picture for their teacher.

Sue will send a letter to the parents, like she did last year. She will update the letter to ask for volunteers as well as letting them know about the fan mail box.

The schedule for teacher appreciation week will be as follows (subject to change):

Monday	Sue	Flowers for the teachers
Tuesday	Sharon	Breakfast for the teachers
Wednesday	Whitney	Lunch for the teachers
Thursday	All	Goodies bags with assorted baked goods
Friday	Tami	Mexican lunch, possible gift cards, Certificate of Appreciation & "Fan Mail" letters

### **Northstar Directory**

100% complete – Tami has printed 15 of them and they are on sale to the parents for \$5 (her cost)

**Class Composite** is complete and will be part of the Photo Packets. Packets include a class composite, student ID, and a t-shirt.

**Summer Brochure** is out and available to the parents. Tami will assume all students are attending in the summer unless the parents give notice.

**Graduation** is June 12, 2010. The location may be at Houghton this year because of a parking problem at Liberty. We will talk further about what Tami needs from parents at the graduation.

**Scholarship Fund** – Tami is looking for ideas on how to put a scholarship fund together.

**Treasure Hunt and Kids Fun Night** will be Friday, 4-30-10.

**Spring Clean-Up** will be Saturday, May 1<sup>st</sup> at Northstar Main and Sunday, May 2<sup>nd</sup> at Northstar East.

**Compost Bin** – Sharon recommended that they start a compost bin for the students at school.

**Pumpkin patch** – Tami would like to plant a pumpkin patch on the north lot of the main campus. She is looking for families to volunteer and perhaps make it part of the spring clean up day.

**Recycling volunteer** needed - Tami needs a volunteer to help her with the recycling.

### 2-18-10 Meeting

Present: Tami, Shawn, Sue, Sharon, Brandi

Great news - Whitney would like to be our **Secretary/Treasurer** 😊

### **Northstar Directory**

100% complete – Tami will e-mail to the parents

### **Family Event**

When: Saturday - February 27, 2010 from 5 to 7 pm

What: Capes & Crowns – A Family Dress Up Event

Venue: Houghton School Cafeteria

Cost: Free to families with donation bucket to help cover cost of hall rental

### Notes on event:

On Saturday, 2/27 we will meet at 3:30pm for set up

Below is a table of the TO DO list we discussed along with the volunteer next to the task:

supplies-plates, silverware, napkins, to-go containers, clorox wipes, ziploc bags	Brandi
Purchase 10 disposable cameras	Brandi
balloons	Sharon
party decorations	Sharon
table cloths	Sharon
Call parents of Ms Vicki's class on Mon/Tues of next week	Sharon/Brandi
remind parents of Ms Shawn's class	Shawn
craft project - masks & crowns	Shawn
put out & decorate donation bucket	Shawn
Call parents of Mrs Mary's class on Mon/Tues of next week	Sue
purchase water bottles & juice boxes	Sue
create sign up sheet for event	Tami
create sign up sheet for pot luck	Tami
Ask Fred if he will do face painting at event	Tami
deliver slush machine	Tami
order pizza as backup	Tami
Music - ipod playlist	Whitney

### 1-21-10 Meeting

Present: Tami, Shawn, Sue, Sharon, Sarah, Whitney, Isabella

### **Northstar Directory**

95% complete, plan to give all parents PDF file, parents will receive a hardcopy in their t-shirt photo packet if they purchase it

### **Family Event**

When: Saturday - February 27, 2010 from 5 to 7 pm

What: Called Crowns & Capes – A Family Dress Up Event

Venue: Liberty School cafeteria or UAW hall

Cost: Free to families with donation bucket to help cover cost of hall rental

Activities:

- Music and Dancing
- Craft table to make masks and crowns
- Slide show
- Potluck (drinks provided)
- Slush machine

To do List/Assignments

Sharon: Will call Liberty School & UAW and secure the venue at cheapest price  
Sharon: Will provide projector for slide show  
Shawn: Will be in charge of craft table  
Sarah: Will create a flyer/invitation to be sent to the parents  
Whitney: Will create a music playlist and provide ipod & speakers for music  
Tami or  
Shawn: Will assemble photos for slide show

**Next Meeting 2/18/10**

11-12-09 Meeting

Present: Sue, Tami, Sharon, Erin, Shawn, Fred

**Elect a Secretary**

**Northstar Directory** – goal to get out by Holiday program

**Holiday Program** – auction items – memo to parents – help from parents setting up

**Winter Parade** – recycle theme, decorate on 12/2

**Fundraising Ideas**

- Shawn photos of kids, auction at program, kids photo t-shirt package

**Marketing Idea**

- get brochures out to Zooboomfoo, Urban Toddler, Hands on Museum, Jungle Java
- update internet – see if Rod & Sue will do it

Items discussed at 10-22-09 meeting:

What do we want to accomplish?

- Northstar Directory is a priority
  - Sue will help Tami edit the data downloaded to excel
  - Sharon will help Tami with final directory
- Help with Holiday Program
  - Help with set up and take down
  - Help with auction items
  - Will be on Saturday, 11/21 at 3pm
  - Potluck after
- Help Tami with Fundraising for school
- Float in the Winter Parade Saturday, 12/5
  - Christmas of the future
  - Ideas.....recycling
  - Decorate at Sharon's house
  - Will solicit help and make announcement at Winter Program
- Will plan a family event at the end of Jan/beg of Feb

Tami's Agenda from 10-22-09 Meeting

**Present: Tami, Sue, Sharon and Anjali**

President- ***elected Sue Conley***

Plan activities

Follow up on all activities

Organize volunteers

Plan and attend at least 5 meeting per year

Vice President-***elected Sharon Stacheki***

Assist the president

Treasurer

Keep an account of all incoming and outgoing money

Give a report at each meeting

Secretary

Take minutes of each meeting

Fundraiser

Plan and organize fundraiser events

***Discussed Photo packet, Holiday Program, Kids Night Out***

Marketing

Come up with new ways to promote the school

Create new programs, flyers etc. if needed

Distribute information

Chair person for our auction committee-

Organize people to get auction items, log items in and out

Send thank you to businesses that donated

Program

Parade

Kid's Fun night

Family event

Graduation