



- Notes taken by John Lucking
- In attendance: **Erik Funk, Erica Lim, John Lucking, Brett Dipman, Jenny Ko, Brad Tipka, Heather Hauck, Jennie Park, and Seonsaengnim Gayun Lee (3rd grade) and Seonsaengnim Jiyoung Kim (Kindergarten)**
- Welcome/President's Report- **Erik Funk welcomed attendees and thanked them for coming. He also added that there are no bylaws established in this PTO and therefore any person in attendance can vote on matters at hand. Introductions were given by each.**
- Principal's Report- **Brad Tipka reported that there is a camping trip coming up soon. He has received positive feedback from our Chuseok event. And due to some potential new parents visiting the school, he was happy to feel that good words are getting out about the school.**
- Treasurer's Report- **Brett Dipman provided the bank statements of the PTO's account.**
- Committee reports- **The first committee was created today, thus no report. Heather Hauck will lead the new Halloween Event Committee. Additionally a committee for Seollal will be forthcoming, and we can use experience learned from Chousek with that event.**
- Unfinished Business
  - Chousek Review - **Erica's Observations: Food needs to be ready by 4:50. There were slots created on the volunteer sheet for food prep the day before, which they skipped, but turns out they should have done that, to help with the timing. Karen Hong has provided notes on some food prep time requirements (below). We need assistance for food planning and prep, because we had a lot of leftovers. Tables need to be spread out more to reduce crowding. We need to create a floor plan to organize the student's seating arrangements and orchestration as they go into the hall, the stage, and then exit the stage after their performance. Instead of a sit down meal, possibly a walking taco style sort of serving or a bowl. Additional floor plan notes, the space alongside the**

wall of kitchen becomes too crowded with booths and/or people. We should move the donation box to the entrance so that it is more visible and identifiable. Additional involvement/help from the 8th graders as the event contributes to Team Korea. Additional fund-raising ideas: Add a bake sale, which could also be on the donation and/or sign up, option to purchase beverages.

Karen Hongs notes: We made over 410 dishes! Plus we had a lot leftover.

- Takes at least 15min to gather up supplies, rinse equipment, measure and wash rice. (that's if you know where everything is) Need to soak rice for at least 10min before pressing start button. Takes about 30min to cook. Give yourself an hour for 2 pots of rice.
- Revised Recipe for 410 dishes
  - make 136 (uncooked) cups of rice
  - 4 boxes (10ct/box) of kongnamul
  - 4 packages of Romaine lettuce (6ct each package)
  - 2 packages of seaweed from Costco (0.6oz \*10ct \* 2pkgs = 12 oz total)
  - 40 lbs ground beef
  - 2 large jars kimchee

Online sign up worked great (3rd time). We saw many new faces, \$519 donations, while we took some back for reimbursement of the event costs, the rest went to Team Korea, plus \$400 in t-shirt sales. We will look into getting a Square account to process credit cards.

Jennie Park added that there wasn't a donation box at each entrance. Also that the donation box was in a confusing place next to the t-shirt sales (more floor plan considerations)

Funds generated were a little less than last year. One reason is that a raffle was done last year.

Need a clicker for counting attendance, although we estimate 150 parents/siblings attended.

Need to look at getting the poop machine for our next event

Jenny Ko feedback that there isn't enough space in the back, also that it was really hot.

Heather thought that it was really long, and the kids were getting restless.

Brad brought up that our space was getting too small for full school gatherings. A brief discussion ensued about possibly renting a place, but there are logistics

involved such as transportation. Maybe Hamline or Leap would donate space.  
To be discussed later

- Meeting schedule is open for discussion. Voted for last Wed of the month. However the next meeting is scheduled for October 23rd to help prepare for the Halloween Party.
- Halloween Carnival. Our first committee was created for this. To be led by Heather Hauck. An invitation for committee members will be sent out to the PTO email list. Heather will create a name for the committee. General discussion notes and ideas for this event are as follows:
  - Dancing, karaoke, costume contest, photo booth, pumpkin decorating of some sort.
  - Gretchen Funk may be available for face painting
  - Party will be held on Thursday 31st, 3:30 to 5
  - Maybe the support teachers can help, although it's noted that this is not part of their job requirements
  - Need decorations, fog machine, strobe lights
  - Bob for apples
  - Ticket system like carnival for playing games
  - Donation ideas: might be to bring a bag of candy (peanut free), healthy snack as per school policy. We later removed this idea because we need to have some control over the content and amount. The Halloween committee will address this.
  - Halloween rings, erasers, tattoos, popcorn bag, fruit snacks, choco-pie, korean treats, hi-chew
  - No budget yet, because this is the first time, but hopefully it will be covered by ticket sales.
  - Consideration as to how many non-students would come
  - Ms Kim mentioned that we should separate older kids because they need "older kid stuff"
  - Need sign up and donation buckets
- Parent/teacher involvement. We discussed how we could help. This meeting had increased attendance from the usual group. 2 teachers and 2 parents attended. Members of the PTO will also try to attend the teacher meeting to

**increase communication and visibility. We discussed creating a survey on how we could help in the classroom. Maybe 3 times a year the survey could be given to teachers. Karen parents, maybe teachers can help identify and encourage them to come to PTO as well**

- **We discussed how we can translate the notes into Karen, possibly Mr. Si**
- **New Business**
  - **Teacher Conferences are October 16th and 17th. PTO to provide food for afternoon lunch on the 16th. After much discussion and input from Ms. Kim, it was decided we would get Ramen noodles for the approximately 45 teachers. We will have a recruiting table upstairs, for donations, staffing, and Karen signage.**
  - **Poop Bread Machine - still up for discussion**
  - **Gayun Lee, 3rd grade teacher, is concluding her Master Thesis at Hamline University. She is comparing homes that only speak english vs multi-language homes. She is still awaiting approval for her survey, but will then provide the survey to us. She is asking for some members of PTO to complete these surveys. We all said yes. She only needs about 10 responses. Forthcoming upon her approved project.**
  - **Mr Amundson, music teacher, is looking for old instruments that can be donated to his music makers class.**
  - **Next Month's meeting is NOT the last Wednesday, it will be held October 23rd**
- **Announcements- Nothing Additional**

Meeting Adjourned at 6:30 pm