

October 8, 2013 PTO Executive Meeting Agenda

Called to order at 4:02 PM

- I. Previous Executive Meeting Minutes (August)
Terry Moody makes a motion to accept, Lisa Ebersole seconded, all in favor, minutes accepted

- II. President's updates
 - A. Recycling Bins – were ordered, arrived and are in rooms now (presented at last general meeting)
 - B. He contacted Wendy Tische who said she was still on board for volunteering to take care of the gardens this year. There is a possibility they might move later on this year, but until then she will continue to upkeep the gardens.
 - C. Jefferson Board Meeting is coming up next Tuesday, October 15th and will be hosted by our school in the music room. PTO has previously provided refreshments. We decided that we would provide 2 dozen cake donuts, cider, water, and coffee. Mr. Meloro will ask Barb to order the donuts and cider from Cantini's and he will make up a carafe of coffee.

- III. Treasurer's report – copy of present check registry presented (attached)
 - A. We've had some teacher reimbursements (from this current year including teacher in-service refreshments)
 - B. Terry Moody made a motion to accept the report, Lisa Ebersole seconded, all were in favor, report accepted.

- IV. Benches – Birdhouse Installation Plan
 - A. The plan is to install the first weekend of November (November 2nd) and if not, the 9th.
 - B. Chris and Terry Moody will put the benches in and birdhouses up on posts. They are going to put them in using 4 by 4 composite posts.
 - C. Joe Alden will join them; he has access to a post hole digger (not manual) and will put in cement footings (Quick Crete). We figured we would need one bag of it per hole dug. Karen Sly has an almost full bag at her home that she will donate and bring in on conference morning to Joe.
 - D. Moody's are planning to bring a dump trailer with dirt that same day so the landscaping can also be done around the utility/drain spots we discussed last year.

- V. Spirit Wear – update
 - A. Order forms have gone out, color pictures are available on the web; orders are due back October 25th. It was discussed that we would provide teachers with envelopes to collect orders that are coming in. We will have 2 collections, one October 15th, and one the 25th.
 - B. We will have someone collecting orders and showing sample sizes for both conferences times in the main hallway by the ones hanging up. Tammy Smith and Heidi Vandevender will do Wednesday night, Karen Sly will do Thursday morning.

- C. It was discussed that we should order a dozen baseball caps, winter hats, and winter headbands to add to the Santa Shop.
- VI. Fundraising Committee – update
- A. We are unable to change our date with Tri-C (company we signed a contract for in Akron for our fundraiser.) We will send home a notice before hand letting parents know about the reason behind the fundraisers being so close together. Karen will write this up and get it to Larry for approval.
 - B. We will put samples out next to our Spirit Wear tables in the hallway for parents to see.
- VII. Book Fair
- A. Teachers will receive \$75 in Scholastic dollars for their classrooms
 - B. We will be doing the poster drawing again
- VIII. Teacher Dinner for Conference Night
- A. We are ordering pizza and asking volunteers for desserts and salad topping donations
 - B. Terry Moody said she would do the ordering of the pizza
- IX. Field Trip T-shirt – update
- A. Tammy Smith got a quote for these: \$4/shirt
 - B. K-2 will be Tangerine Orange
 - C. 3-4 will be Tennis Ball Green 😊
 - D. 5-6 will be Electric Yellow 😊
 - E. Terry and Tammy will confer to decide how many of which sizes to order
- X. Santa Shop – update
- A. The Santa Shop will need the room the day we get back from Thanksgiving break until January 1st
 - B. In need of cash register tape
 - C. In need of pricing gun tape
 - D. In need of lunch size bags to place gifts in
- XI. Volunteer Committees – update – Karen will get lists of volunteers to the respective heads of committees (Santa Shop to Terry, Book fair to Lisa, etc.)
- A. Spirit Committee – Joe will call Tammy Smith and Ashley Dennis (who signed up for Spirit Committee) and get them in touch with each other. We would like them to brainstorm an idea for the day before Thanksgiving.
 - B. Market Day – Jennifer Brand said she would still do it this year, but may not next year. We had 2 new volunteers sign up to help. Joe said he would call them (Eva Konya, and Michelle Borris) to see if they could assist Mrs. Brand on pick up days to learn the ropes in case she does not head Market Day next year.
 - C. Box Tops and Food Labels – we had 4 parent volunteers sign up. Joe knows one of the parents that signed up and is going to see if she would like to be in charge of counting

and collecting Food Labels for Education. * It was also mentioned that we should get the sheets copied and handed out for Food Labels.

Other moms could count and tally Box Tops coming in.

The moms that signed up are:

Ashley Dennis, Edna Sherry, Alicia Johnston, Michelle Borris, and Lisa Cermelj

XII. Discussion on Character Education Assemblies

Mr. Meloro contacted someone who is willing to come in to visit classrooms (same presenter that did Bullying presentations in the past)

Keeping Basketball character development presenter in mind for second semester.

XIII. VIP program – recent updates and plans for the year

Lisa is keeping a running list of parents who help us out and how so that we will know who to thank and invite to the end of the year brunch.

XIV. Revision of first portion of Bi-Laws – this was tabled. We decided to look at the front page of the old bi-laws and make notes of anything we think needed to be changed. We will go over this much at our next exec. Meeting.

Motion to adjourn – Terry Moody, seconded by Larry Meloro, all in favor, meeting adjourned.