

PJHS PTO Minutes
April 4, 2013

The 2012-2013 PJHS PTO met in the IMC. The meeting began at 6:30 pm.

Members in attendance:

Stephanie Gillam (President)
Lisa Albaugh (Vice President)
Katie Klein (Treasurer)
Elizabeth Tomera
Ann Marie Hawthorne
Shawn Schwerman
Jennifer Barlow
Dan Lambole
Chris Nichols

The meeting was called to order by President Stephanie Gillam at 6:30 pm and introductions were made.

Approval of minutes:

The minutes were reviewed, discussed and approved. Lisa made a motion to accept the minutes as written and Katie seconded. Minutes were approved.

Request for PTO Funds:

A request was presented to the membership for 100 USB Computer Headphones with built in Microphones. The request was presented by Shawn Schwerman.

Primary Discussion Points of the Proposal:

- The devices are Logitech USB Headset H340 at \$21.90 each.
- The devices have over the ear headphone pads and a boom mike that is adjustable.
- Current media related projects require microphones to record spoken work audio.
- There is a set of 30 of these headphones in the district now, but are housed at a different school. Teachers currently must request the set to be shipped over to the school for each project which limits their usability.
- The 100 headphones would be available for the entire school. The current plan would be to have 30 dedicated for 6th grade, 30 dedicated for 7th grade, 30 set aside for checkout by 8th grade teachers to use as needed, and the final 10 available for individual check out by anyone needing one.
- These headphones do not replace the requirement for all kids to have their own ear bud headphones.

- Their use is primarily project oriented. PhotoStory and MovieMaker software both utilize recorded audio in conjunction with visual media. The built in microphones in the computer devices are too poor quality and primarily picks up room noise.
- Teacher projects currently tend to stay more focused on Word and Excel due to the lack of microphones.
- The software Discovery Ed also requires the use of a microphone.
- Those with keyboarding difficulties can also utilize these in conjunction with Speech Recognition software. (Side Note: Funding for elementary school keyboarding instruction is now gone. Incoming students will be arriving with less formal keyboarding instruction.)
- It is felt that the teachers will do more multimedia projects if the headphones with microphones are available.
- The proposal is being placed before the other PTOs this week and next.

Questions:

Is there a warranty?

- Warranty on devices from Logitech appears to be a 2 year limited warranty through Logitech and not the vendor (Bradfield's of Peoria)

Will the devices hold up to student use?

- The current set that travels around the district is three years old and still working.

What happens to the quote from Bradfield's if one or more schools opt out?

- The price will stay the same and the quantity will be reduced.

Product Reviews?

- Katie looked online and the reviews were mixed evenly. Folks either loved them or not.

Does the PTO have enough money to cover this \$2190.00 expense?

- Katie indicated that there is enough money available based upon her review of the current Treasurer's report.

Lisa Albaugh made a motion to accept the proposal and purchase 100 USB Logitech Headphones with Microphones for PJHS at a cost of \$2190.00 per the Bradfield's product quote. Elizabeth Tomera seconded.

Discussion:

- Taxes and Shipping cost? This is included in the price quoted.
- There were no further questions or discussion.

Vote:

The membership voted unanimously to approve the motion.

Side Discussion on Technology related items broke out:

- Next Year the 6th Graders will be using a different device. They have broken out of the ASUS contract and will be using either a Dell or a Vaia model These will be touchpad style devices.

- The 7th graders will still be required to use an ASUS model, but will be much sturdier than the currently used model.
- There will be a major trade off with the new style of device, the battery life is expected to change from this year's 6-7 hours down to 2 hours.
- This means that the students will have to plug in during the day.
- The classrooms will need to have additional power strips to accommodate plugging in all of the devices.
- The cables running everywhere already pose a walking hazard. Steps will have to be taken to limit the accidents of students tripping and computers getting pulled to the floor.
- Since Ear bud Headphones are still required by all students, it was suggested that the PTO might purchase some for sale like the flash drives. It is estimated that 25% of this year's students still do not have ear buds and have to share.

Treasurer's Report:

Katie reported on the state of accounts.

- The memorial check has not yet cleared. Received two additional benefit checks as well.
- ISAT Snacks
- Literacy Effort
 - o \$1431 spent thus far. Approximately \$350 more is planned to be spent.
 - o Originally budgeted at \$5250.00.
- Insurance
 - o Van Gundy finally provided an invoice. \$525 Premium. \$500 Liability, \$25 Terrorism
 - o Katie has contacted Clemen's Insurance for a quote.
 - o PTOToday.com offers insurance between \$474 - \$795 plus a \$200/year membership.
- Bank Changes
 - o Checking Account will no longer earn 0.03% interest.
 - o But our account will not incur Service Charges.
- Awards Night = OK
- Faculty/Staff Gifts = OK
 - o There are now 2 retirements for this year that will come out of this account.
- Landscaping = Undecided how to proceed
 - o Mr. Lamboley suggested that he could setup a Landscaping Project with the Student Council to try and address the needed issues of maintenance. Therefore, no immediate cost.
- Popcorn
 - o Might still have some expenses coming in for popcorn.
- Student Welfare = OK
- Pack The Place = OK
- PE Clothes = Good

Principal's Report:

- Mr. Lamboley thanked Mrs. Schwerman for the headphone proposal and the efforts that had been made.
- Now that we are in April we are seeing the completion of things.
 - Orientation is on the 25th. PTO should have an information table setup, but no cookies or refreshments are needed.
 - Awards night is the 24th
 - 6th and 7th graders will have their ceremonies during the school day. Parents are invited. Each grade will have a separate ceremony. Their awards will be oriented more towards peer recognition awards rather than the traditional selection. The hope is to award at least 10% of the students. The standard awards for Exploratory, Teachers and Music will still be awarded.
 - This year will be certificates instead of medals. This will reduce the expense.
 - The 8th graders will have an evening ceremony during the week of the 21st. Parents are also invited.
 - The 8th grade awards will also include the specialty awards such as American Legion.
 - 8th Grade Picnic
 - Friday the 24th at NCWHS
 - Will need a lot of PTO Help to organize snack volunteers and supervision around Grill, Pool and outside.
 - Dan purchased hot dogs and buns
 - Parents purchase Drinks and Snacks
 - There will be music, games, and access to pool (with Lifeguards)
 - Looking towards an Eight grade parent to help organize (Erin)
 - Lenora and Next Year Registration
 - All Forms and Payments – Online
 - This year should go more smoothly
 - Parent Info – July 1 will be beginning of Registration period
 - Lenora & Nurse will produce a mailing packet – 3 forms included
 - The rest will be internet links instead of additional paper
 - PE Clothes will be online (And same price)
 - School Staff will sort incoming registration packets
 - Will still have to allow registration and payment option within office
 - August 6th = Walk In Registration

Committee Reports:

- A. Hospitality (Pam)
 - a. Recent Event went well including drop off of food.
 - b. Dr. Niehaus was there

- c. All food was donated, only expense was paper products.
- d. Teacher Appreciation is approaching, 1st Week of May, may ask for food donations

Upcoming Events:

- A. Administrative Professional's Day – 4/24
 - a. Speak with Lenora to organize
 - b. Staff goes out to lunch and volunteers cover office
- B. 6th Grade Orientation
 - a. Dan will provide a brief introduction
- C. Popcorn
 - a. Only 1 shift still open (May 3rd , 2nd Shift)

Old Business:

- A. PTO Forms (Available at Meeting)
 - a. Cover Letter
 - b. Volunteer Form
 - c. No Hassle Form
- B. Bylaws
 - a. Approve changes that have been posted
 - b. Motion made by Katie Klien
 - c. 2nd by Elizabeth Tomera
 - d. No further discussion
 - e. Vote unanimous in favor

*(Lisa needs to update date on posted bylaws)

New Business:

- A. Election of Officers
 - a. President - Lisa Albaugh
 - b. Vice-President – Jennifer Barlow
 - c. Secretary – Lisa Nichols
 - d. Treasurer – Katie Klien
 - e. Motion made by Lisa Albaugh, 2nd by Elizabeth Tomera
 - f. No Further Discussion
 - g. Vote unanimous in favor
- B. Discussion from Dan
 - a. Flash Drives & Ear Buds for purchase
 - b. District Finances
 - i. ITT thinking more about costs
 - ii. Registration Fee will be higher
 - iii. Technology Fee will be higher
 - iv. Team Fees will be reduced or eliminated

1. Junior Highs will now have a Supply List to compensate
 2. Teams may still request certain items (earbuds)
- v. Field Trips may be more limited, parents may receive more requests to subsidize trips (\$2-\$3)

Motion to adjourn meeting from Lisa.

2nd by Katie

No Discussion

Unanimous in favor

Meeting adjourned 7:42 PM

Minutes written by Chris Nichols