

Pittsfield PTO Meeting Minutes

May 15, 2018

Present

Carol Shakarian
Dawn Keech
Jenn Bjurman
Diana Cass
Shannon Ellis
Karen Hulsebus

Jenn Lill
Katie Loomis
Patricia Memmott
Kerri Mose
Kelly Pfeifer
Jason Prince

Nathan Richards
Peri Stone-Palmquist
Ms. Duman
Ms. Villaneuva
Ms. Wade
Ms. Kayto

Meeting called to order at 6:05 PM by Dawn Kraft

Introductions

Teacher Presentation – Jennifer Wade and Rez Kayto

- Presented about the Karen Thomas Literacy Fund, named after the late wife of former board of education trustee Andy Thomas. Pittsfield presented a proposal in November.
- Wade: We received \$500 for our Reading Adventure Kits. The idea came from the Website, www.readingrockets.org. The packs are designed to complement class curriculum, extend areas of study and are fun to put together. Kits include items such as two books (one theme), related activity packet in English and Spanish. We are currently focused on K-2 but if successful, extend to older grades. They will be available to check out from the library.
- Kayto: Awarded \$1,482 to purchase books to build her classroom library. Includes Core Knowledge Library, Laura Robb Library (includes different genres), Guided Reading content, teacher handbook, storage bins. Should be here by the fall.
- Patricia Memmott noted that Andy Thomas said they are looking for donations for the fund.

Principal's Report

- Grateful that the operating millage passed.
- Gaga pit installation starting.
- 5th grade camp happening this week. Mr. Sims and Ms. Hoopaw are going.
- One more month until school is done.
- Looking forward to congratulating our 5th grade students when they cross the stage.
- One more early release day next Wednesday.
- Talent show has moved from June to May. May 31.

Staff Appreciation

Lindsey Wolfe and Kelly Pfeifer working on this together. Lindsey said she felt it went really well. Thanks to Kelly for helping with cleanup. There wasn't enough food on Thursday. Thanks to Ruth Fields who donated staff massages. Staff said it was great.

President's Report

Dawn Keech

- \$561 in lunch fees and \$300 for library fees. Nathan paid library fees. Jane said to change the lunch fees to \$300 and a check has been written.
- Science Olympiad - 49 students participated. 5 stage appearances, most in institutional memory. 2-3 years we didn't have any. Matt Stone-Palmquist thanked PTO for their support. Budget was to spend \$1000, but only \$100 spent so far. We will remind Matt about submitting expenses. There will be recognition at the talent show.
- Ice Cream Social update - Costco is donating water. May need to tweak what we're asking for. We have one sponsor for sure and may be more. Less than a month away. Be on the lookout for volunteer opportunities.
- Fall Fun Run date - Ms. Shakarian will create a schedule and will invite Executive Board to meet and talk about how the calendar looks. In about two weeks. Also asked that we get Popsicles on the Playground on the schedule as well.

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- Review of the By-Laws. Aligns non-discrimination clause with district's. Eliminates mention of non-Executive board positions. Eliminated waiver of 5th grade camp fees. Changed length of terms from 2 to 1 (with option for re-election). Added past board president to Executive Board. Eliminated section on publications. Friendly amendment made that only President could be filled with a two-person team. **Katie made motion to approve the revised bylaws with friendly amendment / Diana Cass seconded. Passed.** Peri, Katie & Kelly will work on Executive Board action between meetings and quorum issues.
- Election of Executive Board: Co-Presidents Dawn Keech and Jason Prince, Vice-President Kelly Pfiefer, Secretary Peri Stone-Palmquist, Treasurer Nathan Richards, PTOC Rep Patricia Memmott, Fundraising Chair Aaron Kraft. **Diana moved to approve slate of officers. Shannon seconded. Motion passes.**
- Non-Board positions openings:
 - PTO Thrift Shop Coordinator - Kevin Lill
 - Merchandising Coordinator - Diana Cass volunteered
 - Disability Workshop Coordinator Co-Chair - Shannon Ellis will do that
 - Holiday Shop Chair - will bring up in September
 - Fall Fest - Kerri Mose, Kate Daum-Bost, Jenn Bjurman
 - Winter Dance Chair - Karen and Diana will co-chair
 - Ice Cream Social - Diana and Kelly will co-chair
 - ICS Silent Auction Co-Chair will be needed
 - March is Reading Month Chair - Katie Loomis
 - Science Olympiad Head Co-Chairs - will fill in fall
- Next meeting discuss fundraising ideas (Diana)
- Approval of March and April minutes - **Diana made motion, Katie seconded. Motion passed.**
- Discussion of 2018-2019 Budget
 - Peri to follow-up with Lindsey about Fun Run
 - Jen Duman says budget \$1500 for Restaurant night
 - Pizza Fundraiser -- table
 - Ice cream social -- table until 2018 actuals
 - Don't budget poker night
 - \$1500 budget for PTO Thrift
 - Take a look at offering free shirts to the students (colors by grade?)
 - Fall Fest budget \$650
 - More free events (provide more free tickets to students who need them)
 - Can we offer free tickets to 4th and 5th grade students who volunteer
 - Carol to provide feedback on school assemblies
 - Dinners again next year -- let's try it
 - Getting wish list items from Jen Duman to look at teacher grants. Everyone wants more, but there are a couple special large items.
 - NFL Grant -- Diana has info
 - Carol: May need things on playground repainted -- so we will want to re-paint
 - Gaga pit balls?

PTOC Report (Patricia Memmott)

- Not much to report. Winding down from the year.

Garden Report (Karen Ostafinski Hulsebus)

- \$400 was a good budget amount to make things safer and get established. Next year, \$200 should be fine.
- Was able to get a bunch of free seedlings through a special program.
- Students have been eating new foods, enjoy nature, have a hand in making it beautiful. Hasn't been advertised at all, but there are so many students who want to be a part of it.
- Comes three times a week during lunch and recess for Garden Club. Would love to have parent volunteers. Suggestion that this be advertised at Monday Message. A weeding party will be scheduled. Suggestion on sending home certificate of completion. Suggestion that it be an after-care activity.

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Treasurer's Report (Nathan Richards)

- We've only been over-budget on one thing, the "Other" category, which has been used to fund field trips. \$70 over budget.
- Misc category needs to be fixed for next year.
- We will be more specific in categories for next year.
- Nathan emailed teachers about remainder of teacher grants. June 8 deadline for checks. June 15 for PayPal reimbursement
- 5th grade camp - \$200 under what we budgeted for income.
- Doing well.

Open Discussion

- None

Meeting adjourned at 8:06 p.m.