

PTO Meeting Agenda  
March 4, 2014  
7:45 am, Sky Lab

President - Holly Busch  
Principal – Rob Dawson  
Vice Principal – Michelle Pavlik  
VP, Community Business Partnerships, President – Elect - Whitney Crutchley  
VP, Communications - Tracy Caruso  
VP, In-School Fundraising - Sheryl Thomas  
Co-VPs, School Spirit and Events – Christie Maroulis  
VP, Enrichment - Kristen Neugebauer  
PTO / School Treasurer - Joe Muth  
Secretary - Jen Taulbee  
Community Rep/UPC - Marisha Geraghty  
Volunteer Coordinator - Alison Feinberg  
Bookfair – Kat Carlson, Bianca Cords  
Dad’s Club – Jesse Strysko  
Yearbook – Amanda Stefansson  
Grants – Anita Gettleson  
Grants, Lost & Found – Megan Starr-Becker  
Secret Garden – Wendy Hayes  
PTO Teacher Representatives – Debbie Arn, Crissy Malouf, Dolores Salisz, Erin Spiekerman  
Kim Green, Mary Grace Wargo

1. Welcome - Holly Busch

2. Minutes - Approve meeting minutes from Feb 4, 2014. Motion, 2<sup>nd</sup>, all aye. Minutes approved.

3. Principal's Report - Mr. Dawson

- Got our staffing for next year. Not concrete – based on enrollees and projection from district. This year we had 23 teachers, should go up to 24 for next year. 4 teachers in kinder, 1<sup>st</sup>, 2<sup>nd</sup>, 3 teachers in 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>. Again, it may change closer to school.
- Parent Input for Placement forms available in office. Redesigned for this year. Truly use the information to determine placement. Placement team reads the information supplied by parents at the meeting. Parents must come to the office to receive the form.
- Looking forward to the rest of the year. Amazing that 4<sup>th</sup> quarter is almost here.

4. Teacher Representatives -

A. Mrs. Spiekerman – Great year in kindergarten. Garden growing.

B. Mrs. Malouf - Printer up and working; it’s beautiful. Teachers plug in laptops to download software. Went to Costco, printer available only online, ordered it and it was here in 2 days. Thank you for Valentine treats.

C. Mrs. Salisz - Everyone is satisfied with Will Clipman as it currently stands; will keep it at 5 days for 3<sup>rd</sup> grade. Will and I will get together again and I will be sharing his proposal/contract as it has been amended. Absorbing travel costs to sustain quality of programming. Will still attending SkyCamp at

this time, unless something comes up in his professional career. He travels back and forth for personal obligations.

D. Mrs. Arn –

## 5. Officers Reports

A. President - Holly Busch

- PTO spots available to fill for next year. Would be nice to get the positions filled.
- End of year chairperson report – Those of you leaving or do not have job responsibilities on paper, please fill out form so the person taking your spot has something to follow. **Sheryl** – Make it available online for ease.
- Mr. Dawson shared the school survey feedback. Copied comments regarding PTO. Working with Tracy to send out a little “Did You Know?” to continue communication. Feel as though we are communicating but that seems to be the biggest complaint - always asking for money but not getting any input. Unless we put a comment card in lobby, not sure how to better communicate information.
- Costco information has been distributed; dates coincide, unfortunately. \$50 at PV, \$75 at Cave Creek spent per ream of paper. **Sheryl** – If you shop at PV Costco, please submit receipts for SchoolCents. If we get into 10<sup>th</sup> place we get additional \$500. Many people signed up over the weekend at the arts festival.
- Student Council advisors. Possibility to come up with some type of subsidy because the district quit paying for them to hold the meeting. Maybe make it an enrichment-type situation. Went to talk with teachers, spoke with others. Up for discussion, however, all teachers are expected to do some committee within the school as part of their performance review. (Discussion regarding pond maintenance and Student Council). **Joe** – Yes we would love to do something but we aren’t able to monetarily subsidize. As a non-profit we can’t do that, but we can do other things. **Whitney** – When meeting with Student Council reps we discussed having student council go out and find philanthropic events we can do with the community and set those things up and allow families to participate. Evenings and weekends, would need person from PTO to help organize. Mary Grace is interested in taking on a small role with regard to this idea.

B. PTO and School Support Account Treasurer, Joe Muth

- General account - \$66,710.00
- School support - \$27,167.94
- All bills paid through yesterday. 2 deposits.
- General account – We have a few things to pay for: \$5,000 to finish front, \$17,000-19,000 for outdoor classroom, \$7,000 to yearbook, \$13,000-\$20,000 stipends for enrichment. What we have to do, that has been recommended by our incoming/outgoing presidents, is create our 2014-15 budget. We have been carrying forward budget from many years back and need to revisit. Would like to have new altered budget for next year. (Discussion regarding possible hospitality and teacher professional development changes in the budget).
- Tax credit funds can only be used for before or after school activities. IE, SkyCamp, PILOTS camp for families needing assistance. Working in conjunction with office on best ways to spend funds.

C. Secretary - Jen Taulbee

- Thank you for the gift card.

D. UPC Rep - Marisha Geraghty

- Working on gifted events. 1<sup>st</sup> outside speaker – over 125 people attended. How to maximize your child's potential and it was a fabulous presentation by Dan Peters.
- April 23<sup>rd</sup> internal meeting with Dina speaking. Enrichment and camp for gifted children. Supposedly having a gifted camp over the summer at some schools. Many have been asking for this for years.
- UPC – February 5, link event. Give vendors opportunity to showcase their brand. Attended by administrators.
- Principals forum is coming up on March 19<sup>th</sup> – SMHS, VVMS, Fireside, Arrowhead participating. April 16<sup>th</sup> – Looking ahead to college – ready or not? New, exciting topic.
- March 10<sup>th</sup> deadline. [www.UPC.org](http://www.UPC.org) Teacher Recognition.
- 2014 Legislative agenda. Which we support/neutral/oppose as a council. **Joe** - CLN Community Legislative Network information – can it be posted on PTO website? Start driving our families to the information. Have the information readily available on our website to connect our community. Are we permitted to publish this information on our site? **Megan** – Should be able to, as well as put a link allowing people to sign into legislature from home, not school, and it is like you are in the room at the legislature. **Joe** – If there is something being voted on we should make it easy to contribute from home.
- Special Ed – March 19<sup>th</sup> parent session. Debbie Ball presenting preparing for IEP meeting. 12-1 in burgundy room at district.

E. Fundraising - Sheryl Thomas

- Preparing additional School Cents flyers to go home on Friday.

F. Communications - Tracy Caruso

- 20 new people, added about 75 new email to eblast. Possibly from kindergarten roundup.

G. Spirit & Events - Christie Maroulis

- Carnival – April 12. Updating all old banners with new information. External person running the carnival; highly recommended from families at Sandpiper. We pay nothing up front, charging \$10 for wristbands. Start collecting 1 week before carnival; passing out wristbands day of carnival. \$15 for wristbands at the door. People outside every day selling bands. Rock wall, bounce houses, train, dj, face painter, balloon, carnival foods. Food tickets separate expense. Raffle for iPad, parking spaces, front row seats for year end events. **Whitney** – maybe ask local stores for donations.

H. Enrichment - Kristen Neugebauer

- At the point in school year where we decide what teachers want to teach next year, get it together, print catalogs by the end of this year. **Joe** – Perhaps we should start auditing some of these classes for content; proactive on the activities. **Holly** – Maybe send out survey on classes to parents? **Crissy** – PTO has the autonomy to consider what classes are being held.

I. Hospitality - Anita Elton, Vicki Klann (not in attendance)

J. Book Fair - Kat Carlson, Bianca Cords

- Book Fair is April 28 – May 2. Same room, first night coincides with Art Walk. Received all but one teacher's spending order.

- Unifying the library – looks like some has been addressed recently.
- Full inventory of the library – We want a good picture of what we have for next year. Much of our stock is old, outdated information. Inventory last few weeks of school, when library stops checking out books.
- Would like to see library budget as a line item as SD doesn't always cover what we need. **Holly** – Use fall funds to help update the library.

#### K. CBP, Whitney Crutchley

- Tax credit money. One consideration for use of the money – before and after school classes offered for \$1. Children who need additional assistance with reading/math are offered the chance to take the class. Might be other opportunities down the road, so if our classes aren't up to standards, parents will have other options.
- Used book fair – Possibly setting a date. **Kim** – Talked about having it around the back to school time. Good time? **Whitney** – Table for now. Will look at dates.
- Site council – Looked at the parent survey: MYD, lunch procedures & possibility for parent volunteers. Ask for volunteers from intermediate grades via front office. Keep lines of PTO open throughout school. Redo/freshen up our mission/vision statement.
- Very good likelihood that 5/6 self-contained will be separated; decision will be based on numbers.
- CBP – Christie taking over next year. Alison will continue with monthly dine-outs.
- Chick-fil-A will put up student-made SSES signs on dine out days. Drive-thru families need to remind CFA to put receipts in our bucket. No others on calendar but looking at more.

#### L. Volunteer Coordinator, Alison Feinberg

#### M. Grants, Anita Gettleson

##### Internal –

- 4<sup>th</sup> grade request for iPad mini covers. **Whitney** – Why not tap into classroom support funds? **Joe** – Recommend that if approved, money is taken from yellow bus fund. **Anita** – Can we get bulk discounts? Motion to approve with caveat to look at discounts, 2<sup>nd</sup>, all aye. Motion approved.
- 2<sup>nd</sup> grade Nexus covers. Motion to approve with caveat to look at discounts, 2<sup>nd</sup>, all aye.

##### External –

- Lowe's toolbox grant submitted. Up to \$5000 for outdoor classroom materials. **Joe** – Retroactive spending? **Megan** – Pretty sure it runs from April 1<sup>st</sup> to May 31, 2015. Money goes to PTO, not school. 1500 applications applying for 413 grants.
- Matching grant opportunities from company, Prometheus. Money has to be raised by PTO and matching caps around \$3500. Option for future technology purchases, ie science lab, library, etc.

#### N. Dad's Club - Jesse Stryko

- Dad's club meeting at pond to work on benches. Each meeting is different with attendance. **Holly** – this is a trial year. Do you think we need to come up with new activities next year? **Jesse** – The ones who attend are really into helping with projects around the school at this point.

#### O. Yearbook - Amanda Stefansson

- Science Fair is April 22<sup>nd</sup>. Open doors, anyone welcome to tour the science lab and outdoor classroom. Teacher demonstrations, informal children's science fair. Next year plans for larger fair.
- Yearbooks – Created list of who has/has not ordered yearbooks and will begin distributing to teachers. Redistributing 6<sup>th</sup> grade dedication forms.
- Website – New website prepped to be up and running.
- Events – New forms for marketing to publicize events, etc. and create marketing calendar. Working to update marketing materials.
- Back to school plan needs to be implemented.

P. Secret Garden - Wendy

- Secret Garden ramping up for end of year books; will need volunteers.
- All gifted classes – do not have textbooks. Use online textbooks for homework; Marisha to inquire from district.

6. New/Unfinished Business

- Update on Outdoor classroom/Garden -Kristen Neugebauer

Working on table order, possible large paver donation, Steve Coburn scanned the area to determine exact square footage & CAD drawing, fence replacement necessary - possibly an extension to increase pond area. Finalizing plan for space, include ADA. Karen Klein, master gardener, hoping to have her input on design. Need irrigation, electrical in place before putting anything down.

- Update on Bricks/beautification for front - Joe/Whitney

Deciding on a new tree, bench arrived, waiting for final bid on pavers. Wanting to pursue pavers elsewhere; looking to complete during spring break.

7. Adjourned 9:54