

PTO Meeting Minutes

May 11, 2009

Location: Deerfield Elementary School Library

Present: Peggy Pope, Beth Vander Grinten, Sheryl Norton, Kelli Ezzell, Mark Becker, Jaime McCabe, Joanne Polk, SuAnn Bartenhagen, Carolyn Eschmeyer, Darnell Reppen, Gail Moynihan, Kellie Strege, Barb Nelson, Loretta RiChard, Dawn Johnson, Kristin Leigh, Michele Wee and Julie Schifano

Meeting Called To Order: 6:37 pm

Approval of Minutes from April 13, 2009:

- Motion made by Jaime McCabe to approve the meeting minutes from the April 13, 2009 meeting, 2nd by Gail Moynihan. All approved – Motion Passes.

Committee Reports:

- PTO Officers/Committee Reports
 - Treasurer's Report – Sheryl Norton
 - ✓ Balance as of 05/11/09 is \$6,809.19 in checking and \$4,366.33 in savings.
 - Market Day –
 - ✓ Bridges is sponsoring the June and July Market Day sales. Order forms will be handed out before school is out for June sale. Order forms will be handed out during Session B Summer School for the July sale.
 - ✓ May is sponsored by Kindergarten.
 - Character Education Day –
 - ✓ The date will be Monday, June 8, 2009. There will be a back-up rain plan if needed.
 - ✓ Games in the morning, DJ in the afternoon.
 - ✓ Ice Cream cups and Apple slices will be ordered through the DES.
 - ✓ Dunk tank is arranged and Erik Witt will again do popcorn. Each student may purchase one additional bag of popcorn for \$1. Orders due on or before Friday, June 5th.
 - All School Root Beer Float Party
 - ✓ The 2008/2009 budget included \$175 for an all-school root beer float party. Due to increased costs, an additional \$25 is needed to cover the expense.
 - Motion made by Loretta RiChard to allocate an additional \$25 to the all-school root beer float party, 2nd by Carolyn Eschmeyer. All approved – Motion Passes.
- Principals Report – Mark Becker
 - DES had a confirmed case of H1N1 flu. The school followed protocol in notifying parents/guardians. The school will not close for H1N1 flu, but will continue to followed protocol and State Health guidelines.
 - The school district is looking into a grant in conjunction with the Dane County Sheriff Department for a School Resource Officer. The grant would cover the first three years, with the fourth year the districts responsibility. The cost would be approximately \$72,000 and includes wages and benefits. The officer would be full time for the district. There is some possibility the village may share the cost.

- RIF (Reading is Fundamental) – The cost to fund this program is \$1,600. Previously this was covered 75% by Government funding. This funding has been cut. Discussion continued on would the PTO consider matching this 50/50 (\$800) with the district to continue this important program for the students.
 - ✓ IMC staff Darnell Reppen asked the PTO to consider purchasing another LCD projector. The district budget has not been finalized and she has requested them through the district, depending on outcome, would potentially like another.

- Teacher Representative Report – Joanne Polk
 - Young Author dates are set for 2010. Rick Chrustowski will be our guest author on April 30, 2010.
 - Staff have made a suggestion for an enrichment program to include a Land or Prairie Preservation topic. Suggestion made to have the Enrichment Committee contact the Wisconsin Department of Natural Resources, they offer many educational programs.

- School Board Representative Report –
 - None

- New Business
 - None

- Old Business
 - Book Fair #3 – Darnell Reppen
 - ✓ Volunteers are still needed for Tuesday, May 19th, after school/evening hours and Wednesday, May 20th, early release volunteers needed. Those interested can contact Darnell Reppen direct.

- Other
 - Officer Nominations – Term September 1, 2009 through August 31, 2011
 - ✓ Treasurer – Carolyn Eschmeyer was nominated as Treasurer for a 2-Year Term by Dawn Johnson, 2nd by Julie Schifano. No other nominations were received. She accepted the nomination. All approved – Carolyn Eschmeyer is the new Treasurer.
 - ✓ Co-President – Julie Schifano was nominated as Co-President for a 2-Year Term by Barb Nelson, 2nd by Jaime McCabe. No other nominations were received. She accepted the nomination. All approved – Julie Schifano is the new Co-President.
 - Committees – Chair/Volunteers – 2009/2010
 - ✓ Babysitting – Peggy Pope
 - ✓ Character Education – Patti Knapp
 - ✓ Craft Fair
 - General – Julie Schifano, Gail Moynihan, SuAnn Bartenhagen and Kristy Staszak
 - Raffle – Kellie Strege, Jaime McCabe, Jenny Henn, and Kim Petrick
 - Vendors – Peggy Pope
 - PR – Beth Vander Grinten
 - ✓ Enrichments – SuAnn Bartenhagen
 - ✓ Health Fair – Kellie Strege
 - ✓ Market Day – Anna Earhart and Julie Schifano
 - ✓ Newsletter – Kelli Ezzell and Loretta RiChard

- ✓ Open House/Meet & Greet – Beth Vander Grinten and Julie Schifano
- ✓ Santa Secret Shop – Jaime McCabe and April Christenson
- ✓ School Kidz Kits – Dawn Johnson
- ✓ Student Directory – Michele Wee and Barb Nelson
- ✓ Teacher Appreciation Week – Beth Vander Grinten, Jamie McCabe, Kristin Higgins, Barb Nelson, Kellie Stregie, Carolyn Eschmeyer, April Christenson and Julie Schifano
- 2009/2010 Budget
 - ✓ The budget discussion looked at the existing 2008/2009 budget and making comments and recommendations for each item. Following is what was decided by majority vote for the 2009/2010 school year:
 - \$2,000 for Enrichments
 - \$1,000 for Teacher Appreciation Week
 - \$1,000 for Young Authors Day
 - \$600 for Character Education Day
 - \$300 for Health Fair
 - \$175 for Open House/Meet & Greet Teacher Dinner
 - \$150 for Homecoming Treats
 - \$160 for Liability Insurance
 - \$50 for Administrative Professionals Day (\$25 Gift Certificates for Judy Storms and Karen Stenjem)
 - \$200 for WKCE Testing Snacks
 - Motion made by Carolyn Eschmeyer to approve the items listed above for the committees as a budget guideline for expenditures for the 2009/2010 school year. If committee expenditures vary significantly (more than 10%) additional approval is needed, 2nd by Loretta RiChard. All approved – Motion Passes.
- Remaining Funds available from the 2008/2009 school year
 - ✓ Current funds available are \$4,664.19. This amount is before final payments have been made for year end expenditures and is only approximate. This amount does not take into consideration the amount of \$1,500 which is carried over for operating expenses, or the amount earmarked for savings at the end of each year.
 - ✓ Discussion included the earlier request made by DES Principal Mark Becker for \$800 for the RIF program for 2009/2010 school year. Suggestion made to do a book drive to donate unused books for classroom use. These books could also be donated to students, therefore allocating these funds elsewhere.
 - Motion made by Dawn Johnson to allocate \$500 for literacy related books for DES for the 2009/2010 school year, 2nd by SuAnn Bartenhagen. Discussion included both favorable responses and opposition to this motion. Discussion included that Mr. Becker was specifically requesting \$800 for RIF (which is 50% of total cost). Motion amended by Johnson to allocate \$800 for literacy related books for DES for the 2009/2010 school year, 2nd by SuAnn Bartenhagen. Discussion included requesting that DES provide a recap as to what was purchased with the money and how the books purchased were utilized. Majority approved, two opposed – Motion Passes.
 - ✓ Discussion continued with the remaining 2008/2009 funds being allocated towards a “Teachers Needs/Wants Wish List.” It was noted that every other year we offer this option to the staff so they can make requests for items not

covered by the district. Prior to the start of 2009/2010 school year Joanne Polk will acquire a list of Needs/Wants from the staff (including all prices, taxes and shipping costs if applicable). Discussion on the Teachers Needs/Wants has been tabled until the September 14, 2009 meeting, so that a Wish List can be compiled. The actual amount available for use for Teachers Needs/Wants requests will be available at the September 14, 2009 meeting after all income, expenditures and allocations have been made for 2008/2009.

➤ Adjourn –

- Motion made by Jaime McCabe to adjourn the meeting at 8:21pm, 2nd by Carolyn Eschmeyer. No Discussion. All approved – Motion passes. Meeting Adjourned.

Quick Contact Reference – PTO Members:

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