

PTO Meeting Minutes

September 8, 2008

Location: Deerfield Elementary School Library

Present: Beth Vander Grinten, Peggy Pope, Kelli Ezzell, Mark Becker, Darnell Reppen, Barb Nelson, Gail Moynihan, Dawn Johnson, Julie Schifano, SuAnn Bartenhagen, Erik Witt, Kristy Staszak, Jan Tetzlaff, Becky Collar, Michele Wee, Mary Winkler, Loretta RiChard, Tracy Frank, Jen Stevens, Tara Thom, and Lesa Herms

Absent: Sheryl Norton and Joanne Polk

Meeting Called To Order: 6:34 pm

Approval of Minutes from May 12, 2008:

- Motion made by Julie Schifano to approve the meeting minutes from the May 12, 2008 meeting, 2nd by Lori RiChard. No discussion. All approved – Motion Passes.

Committee Reports:

- PTO Officers/Committee Reports
 - Treasurer's Report – Kelli Ezzell on behalf of Sheryl Norton
 - ✓ Balance as of 09/08/08 is \$4,362.63 in checking and \$4,366.33 in savings.
 - ✓ Remaining expenses from the 2007/2008 school year are approximately \$900 for playground equipment. Current bill does not reflect discount. We will pay once Doreen forwards final bill for payment.
 - Enrichment Programs – Kelli Ezzell reporting for Carolyn Duffy
 - ✓ Multi Media is presenting "Attitude of Gratitude" on October 17th at 1:30pm for grades K-6.
 - ✓ The enrichment schedule for 2008/2009 is still being developed.
 - ✓ Mrs. Hruby is promoting "Safe & Caring Schools" for the theme for the 2008/2009 school year. Watch for more information coming on this.
 - Craft Fair – Lesa Herms
 - ✓ The date is confirmed for November 8, 2008 and the building has been reserved for this event.
 - ✓ The show choir will be serving food at the concession stand.
 - ✓ Michelle Schmidt and her girl scout troop will be coordinating the "Make & Take" crafts.
 - ✓ Santa has been confirmed and will be making an arrival.
 - Craft Fair Raffle – Lesa Herms reporting for Sheryl Norton
 - ✓ Sheryl is looking for more volunteers to assist in collection and distribution of raffle prizes. The following have volunteered their services: SuAnn Bartenhagen, Lesa Herms and Julie Schifano.
 - ✓ We are currently still looking for a Grand Prize to list on the raffle ticket in the \$300 amount. Anyone interested in making a contribution or know of someone the raffle committee can contact, please let Sheryl know.
 - ✓ The informational letter to the parents about the raffle will be coming home shortly. Parents will then be able to contact Sheryl for raffle ticket pick-up.
 - Craft Fair Vendor Coordinator – Peggy Pope
 - ✓ There are 93 confirmed crafters with a maximum number of spaces for 103.

- Market Day – Beth Vander Grinten reporting for Anna Earhart
 - ✓ Market Day is in need of a new order intake coordinator. Anna coordinates Market Day volunteers and the delivery of product, but someone is needed to input electronically the orders returned to school. Julie Schifano volunteered to coordinate the order input.
- Principals Report – Mark Becker
 - THANK YOU to the PTO for the contribution towards the climbing wall.
 - There is a new change this year regarding the 2nd-6th Lunch/Recess hour. It has been changed so that the students have recess first, and then follow that with lunch. This is a trial year for this and the logistics are still being worked out.
 - We have started a 4K this year, it was very well received. The 4K program was started in part to a grant. The am class is located at the elementary school with approximately 20 students. The pm class is located at the Hollands Hearts & Hands Preschool with approximately 17 students.
 - The enrollment numbers for the Kindergarten class increased to a level in which a 4th Kindergarten class was developed for the school year.
 - RE: Soccer Field on DES property. The advisory committee is looking into the concerns brought up during the May 2008 PTO meeting. It is currently low on the priority list. It has been talked about to make the softball field a “workable” field.
 - Character Education Theme is “Safe & Caring Schools.” The plan is to include an all-school activity monthly related to the theme. A different group of teachers will help coordinate each month.
 - ✓ In conjunction with the theme, the school is looking into T-Shirts. Julie Schifano volunteered to look into pricing T-Shirts.
- Teacher Representative Report – Darnell Reppen reporting for Joanne Polk
 - PTO sign was found in the storage area – it will be relocated to the PTO storage area.
 - The next scholastic book fair is fast approaching, scheduled for October 6-10 in conjunction with Teacher Conferences. Volunteers are needed, please contact Darnell Reppen directly if you are interested in volunteering.
- New Business
 - None
- Old Business
 - By-Laws – Kelli Ezzell
 - ✓ The By-Laws have been work-in-progress for the past 2 years. The Co-Chairs, Treasurer, Secretary and past co-chair and past treasurer met this summer to finalize a draft of the DES PTO By-Laws. Copies have been provided. The PTO would like to adopt this By-Laws.
 - Motion made by Kelli Ezzell to adopt these By-Laws, 2nd by Dawn Johnson. Discussion included that the By-Laws were drafted incorporating the current way the PTO conducts business and meetings. They were developed to be family and volunteer friendly. All approved – Motion Passes..
- Other
 - Randi Thorson – Reading Specialist requested \$100 to replenish the SPARC bags.
 - ✓ Motion made by Becky Collar to give \$100 to the Student Activity Account to be utilized for replenishing SPARC bags, 2nd by Michelle Wee. Discussion

included that SPARC bags are utilized by grades 1-3 and approximately 50% of the students in these grades utilize the SPARC bags. All approved – Motion Passes.

- Teacher “Wishing Tree”
 - ✓ The “Wishing Tree” was developed last year as a means for the Teachers/Staff to request items for the classroom that was not currently covered under the district budget. The letters remain up from last year, a volunteer is need to recreate the “Tree.” Lori RiChard volunteered to create a new “Tree.” It was suggested to have the tree up and completed by the October Teacher Conferences.

- DES PTO Volunteer needed for Photocopy Projects
 - ✓ Many times throughout the year, information is needed to distribute to families via there students. A volunteer(s) is needed to help with these miscellaneous projects, including the Student Directory. The following have volunteered to share this responsibility: Gail Moynihan, Lori RiChard, Michelle Wee and Kristy Staszak.

➤ Adjourn – 7:42 pm

Quick Contact Reference – PTO Members:

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