

PTO Meeting Minutes

September 14, 2009

Location: Deerfield Elementary School Library

Present: Beth Vander Grinten, Peggy Pope, Julie Schifano, Carolyn Eschmeyer, Mark Becker, Jaime McCabe, Joanne Polk, Darnell Reppen, Gail Moynihan, Barb Nelson, Loretta RiChard, Dawn Johnson, Mary Winkler, Kristy Staszak, Dawn Lokken, Kelli Ezzell, Tracy Frank, Deb Galla, April Christenson, Anna Ehrhart, Tom Bush, Jackie Schmitt and Jacquie Schuh

Meeting Called To Order: 6:36 pm

Approval of Minutes from May 11, 2009:

- Motion made by Gail Moynihan to approve the meeting minutes from the May 11, 2009 meeting, 2nd by Barb Nelson. All approved – Motion Passes.

Committee Reports:

- PTO Officers/Committee Reports
 - Treasurer's Report – Carolyn Eschmeyer
 - ✓ Balance in checking as of 09/14/09 is \$4,514.30 (\$1,345.24 – Available for 2009/2010; \$1,755 – Craft Fair 2009; \$1,414.06 – 2008/2009 Excess Revenue for Teachers Needs/Wants) and \$5,604.35 in savings.
 - Enrichment Committee – Dawn Johnson
 - ✓ 09/30 DMS Students – Bullying Skits
 - ✓ 10/16 Rick Allen – Bullying Magic Show (12:45pm K-3, 1:45pm 4-6)
 - ✓ Tentatively Scheduled Enrichments
 - January – not confirmed
 - February – not confirmed
 - March – Fine Arts Month
 - April – Health Fair
 - May – Young Authors
 - June – Character Education Day
 - Craft Fair –
 - ✓ Vendors – Peggy Pope
 - Booths are 90% full.
 - Future special placement requests will be due by June 1.
 - ✓ Raffle – Gail Moynihan
 - Prizes are needed. Anyone wishing to make a prize contribution can contact Gail Moynihan or Peggy Pope.
 - Raffle tickets should be available in October.
 - PTO Letterhead needed in electronic format. Deb Galla and Carolyn Eschmeyer will assist in designing it.
 - ✓ PR – Beth Vander Grinten
 - Flyers to distribute will be available at the October meeting.
 - Advertisements will be placed similar to 2008.
 - Market Day –
 - ✓ September will be DMS/DHS PTO.
 - ✓ Anna will post the schedule for each grade level to sign-up for a month, Joanne Polk will contact 4K to see if they have an interest in sponsoring a month, if not, the “extra month” will go to Bridges.

- School Kidz Kits –
 - ✓ A profit was made this year. Discussion included renewing the contract for 2010/2011 school year. Suggestions included adding bulk items to the class lists (ie: kinder mats and Spanish dictionaries) and including 4K in the ordering process. In addition it was suggested to have the pick-up be at Registration. This would encourage more parents to attend the registration as well as give parents time to “label” the school supplies prior to the Open House/Meet & Greet.

- Principals Report – Mark Becker
 - Summer School Student Input
 - ✓ A Character Pledge was created, this is said following the Pledge of Allegiance each morning.
 - ✓ Student expectations were developed and posted around the school.
 - H1N1 Virus
 - ✓ Information was sent to each family in the district.
 - ✓ Students, Staff, Parents, and Guardians are asked to use preventative measures (ie: cover mouth when coughing or sneezing, wash hands frequently, stay home if ill etc.).
 - ✓ The office is closely tracking all symptoms.
 - ✓ Chlorox wipes are being used in many classrooms. The Buildings & Grounds committee is looking for a disinfectant to use regularly in classrooms.
 - ✓ The virus only lives 2-8 hours outside the host.
 - ✓ The school is not offering the shots to students, however, the school is listed as a site to administer them. NOTE: The H1N1 shots are NOT currently available.
 - Parking Lot Safety
 - ✓ Safety in the lower parking lot continues to be a concern both before and after school.
 - ✓ Suggestions include:
 - Adding an extra staff person to monitor the “Fire Lane” pick-up and drop-offs.
 - Strategically placing the cones and signs near and around the cross walk for more safety.
 - Assign one Aide for the lower lot for the entire year, versus rotating Aides. Consistency would create a safer environment. Compliments given to both Sherry Nebel and Shirley Hansen for their efforts in providing a safer crossing area in the lower level parking lot.
 - Sub-Committee created to meet 1:1 with Mark Becker to address parking lot safety and concerns. The following volunteered for the committee: April Christenson, Jaime McCabe, Carolyn Eschmeyer and Kristy Staszak.
 - Carolyn Eschmeyer currently is scheduled to meet with the Village Board about getting more cross walk signs around the village.

- Teacher Representative Report – Joanne Polk
 - Young Author dates are set for 2010. Rick Chrustowski will be our guest author on April 30, 2010.
 - Volunteer tutoring program starts on Monday, Septembger 28 from 8:00-9:00. Tutors are needed and can contact Randi Thorsen.
 - Nancy Thomas (Music) would like to be on the October Agenda.

- School Board Representative Report – Tom Bush
 - The drive leading up to the lower level parking lot was formerly named “Jerdee Lane.”
 - The school board is addressing the need for an Elementary School sign off of Liberty Street and Jerdee Lane.
 - The school board is looking into requests for bus transportation within the Village for grades K-2.

- New Business
 - School Treat Bags for Music Program (ie: Holiday Program and Spring Program). Nancy Thomas is asking the PTO to contribute towards the treat bags she provides following the Holiday and Spring programs. Discussion included that \$150 was already budgeted and allocated for the Homecoming Treat Bags in the 2009/2010. Due to the Early Release and the students not returning to DES following the parade the discussion included eliminating the Homecoming Treat Bags.
 - ✓ Motion made by Carolyn Eschmeyer to amend the wording in her May 11, 2009 motion regarding the 2009/2010 budget. The amendment changes the wording from “Homecoming Treat Bags” to “School Treat Bags,” 2nd by Loretta RiChard. Discussion included considering healthy options for treats. It was pointed out that “treats” in previous treat bags has included items other than food (ie: pencils, paper, mini-games etc). All approved – Amendment Passes.
 - AODA District Coordinator – Jacquie Schuh & Bridges Coordinator – Jackie Schmitt
 - ✓ Jackie Schmitt discussed the various programs and activities offered by the Bridges program. Many programs are offered both to students and adults. Some of these programs are: Homework Club for grades 3-6, Early Release program for k-6, Early Release Open Gym for 7-12, Exercise Classes for Adults, Morning Walkers at DHS, Adult Cooking Classes and various other events and activities. For more information on any of these activities, contact either Jackie Schmitt or Jacquie Schuh.
 - ✓ Jacquie Schuh gave a brief introduction about her role as the District AODA Coordinator, what she does, and the services she can provide to both students and families. She coordinates the “Protecting You, Protecting Me Program,” Teen Topic Day, Social Peer Drama Group, Peer Education Group, Homecoming Group. She also oversees Code Violations. She is available to families as well as students. She provided counseling to MS/HS and some ES. In addition she works with Suicide Prevention and “TATU” (Teenagers Against Tobacco Use).
 - Book Fair – Darnell Reppen
 - ✓ The first book fair will be open for purchases on 10/05/09 through 10/09/09.
 - ✓ Volunteers are needed for this event, contact Darnell Reppen direct if you can contribute some volunteer hours to make this a success. There is NO School on 10/09/09 and will be a big day with many volunteers needed.

- Old Business
 - 2008/2009 excess revenue for Teachers Needs/Wants
 - ✓ The excess revenue is \$1,414.06. Joanne Polk will ask staff to submit requests prior to the October meeting. The requests will be reviewed by the PTO in October and the funds will be allocated at that time.
 - New Staff Gift Baskets
 - ✓ Previously, it was suggested by Kelli Strege to have the PTO sponsor a gift basket to each new elementary school staff person.

- Motion made by Tracy Frank to provide a \$20 “Gift Basket” for each newly hired elementary school staff person, 2nd by Anna Ehrhart. Discussion included this was a great idea and a nice way to welcome them to our district from the DES PTO. Kellie Strege will coordinate the gift basket purchases and distribution. All approved – Motion Passes.0

- Other

- DCC Breakfast Club
 - ✓ The breakfast club is being hosted by the DCC at the DES. This is being offered on Tuesdays and Thursdays from 7:00am-7:30am and starts on October 1st and runs through March. Volunteers are needed. Contact Tracy Frank or the Community Center at 764-5935.
- Deerfield School District Health & Wellness Committee – Friday Family Fitness Night
 - ✓ The Health & Wellness Committee is offering Friday Family Fitness Night the 3rd Friday of each month from 6:00pm – 7:30pm. It is open to any DES student and their family (students must be accompanied by a parent or guardian).
- PTO Meeting Babysitters
 - ✓ It was suggested that we reconsider how we pay our babysitters each month and pay by the hour versus meeting as some meetings tend to run almost two hours. Discussion was brief and included pros and cons, discussion tabled.

- Adjourn –

- Motion made by Barb Nelson to adjourn the meeting at 8:20pm, 2nd by Loretta RiChard. No Discussion. All approved – Motion passes. Meeting Adjourned.

Quick Contact Reference – PTO Members:

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