

PTO MEETING AGENDA

13 December 2017

Zalinski Cafeteria

7pm

1. Welcome and Call to Order (Marcia)

Meeting called to order at 7:10pm. All in attendance introduced themselves. Marcia announced that this was our first PTO meeting since we voted to discontinue our PTA. She discussed some less formal rules and outlined a few operational changes (we will no longer do formal approval of minutes, etc.) However, there will still be review of minutes and financial reports monthly and any major changes like bylaw changes or addition of rules and regulations or changes in the budget will be brought to the meetings of attending members for approval.

2. Financial Report (Deepak)

The PTO has been setup to process payroll and the transfer of teacher aides from the PTA to the PTO is complete.

PTO treasurer's statements are forthcoming, pending the new system setup.

PTA final amounts transferred to PTO:

\$103,446.37 from PTA Savings to PTO Checking

\$6,211.24 from PTA Checking to PTO Checking

\$826.21 from PTA Paypal to PTO Paypal

\$110,483.82 total amount transferred from PTA to PTO.

As of December 13th, the PTO had the following balances:

\$134,365.82 in Checking

\$22,215.94 in PayPal

\$156,581.76 Total

3. Report from the Principal

In Principal Munns' absence, Marcia asked Elissa Glover to provide a brief overview of the meeting that occurred last night for K-2 parents. Elissa shared that former second grade teacher Ms. Miglieri is coming back in January. At first she will help the other two second grade teachers and will not have her own class but eventually Music will lose its classroom and go back to the cart system. Principal Munns has also had an engineer visit the school to offer suggestions on how we can make better use of space in the school, to talk about mobile classrooms and the need for another addition, etc.

Ms. Munns hosted a gingerbread house making party for third graders and their families last Thursday and 7th graders sold dinner as a fundraiser for the DC trip. It was very well received.

4. Annual Fund Wrap Up (Sarah C.)

Update on Annual Fund statistics...

\$48,402 individual contributions with 213 donations. Average contribution \$227 (suggested amount was \$250 per child).

\$3,950 business contributions with 8 donations, average \$493.

Last year (2016) there were 243 individual contributions, average \$177.65* (Suggested amount was \$500 per family) *There were a lot of student contributions of \$1-5 last year. If those are extracted, \$10 and up contributions were 211 participants, averaging \$204. In 2016 business total was \$10,800, 28 business contributions, average \$385.

We had the same participation rate for family contributions as last year with a slightly higher average amount - more people gave the suggested amount of \$250 than in 2016.

Last year we had more business contributions (+6,850) and that was because Sarah was more actively reaching out to businesses which she was unable to do this year in the timeframe. However, we can still target these businesses in the coming months as well as for the Spring Benefit fundraising.

As of today, contributions totaled \$52,672.25. In recognition of achieving our goal, Principal Munns and Mr. Kennedy were slamed by the teachers' whose classrooms raised the most money. The event was captured live on Twitter and Sarah will compile photos and video for distribution.

Thank you to Sarah Creviston for another very successful annual drive.

5. Backyard Grill Fundraiser (Sarah C.)

\$220 brought in from this fundraiser. Owner has agreed to do a 3-day fundraiser after the new year.

6. Barnes & Noble Fundraiser (Deepak)

Had a great turnout. Unconfirmed amount is approx. \$700 raised from \$5,200 spent. Parents and friends have until this Friday to buy things online to benefit school.

(0-\$2000 spent - 10% went back to school. \$2,000 - \$10,000 - 15% went back to school.)

Principal Munns came and spent a tremendous amount of money on books for the school. Ms. Vickie did a great job with cookie decorating.

7. Bingo Night - February 8th

Carrie Frieswyk is looking for someone to chair event. More information to follow.

8. International Night - April 12th

Marcia working with Rupal Trivedi to chair. There will be two shows in the gym. Each country will have a station and our kids will research five fun facts about a country. There will be a nut free food tasting event. Great response so far. More than 20 countries represented to date.

9. Miscellaneous and wrap up

Please continue to use amazon smile. Changeover to PTO still in process.

Tracy Mayer asked about gifts for staff. Queens does something where everyone donates \$20 and the money is then divvied up evenly. Marcia said she talked about this in a room parent meeting earlier in the year and that the hope was the PTO will do something at the end of the year to thank those who aren't teachers and maybe don't directly receive something from parents (food service, maintenance, etc.)

Cindy Stuyvesant spoke regarding an upcoming change to our by-laws. She explained that when we formed the PTO we used a template to create our by-laws. Now that we have been operational for a few months we are looking at ways to allow ourselves to operate more smoothly, efficiently and smartly. We are looking at adding a president-elect, which would necessitate an amendment to the by-laws. We are also looking at tweaking our definition of a quorum. Proposed amended by-laws will be posted on PTO website prior to our January meeting. In this meeting, we are providing written notice that we want to make amendments. She confirmed that all in attendance received written notice.

Next meeting was announced for January 10th.

Meeting was adjourned at approximately 7:50pm.