

"Where parents and teachers work in unity to serve the best interest of our children"

DMCS PTO MEETING AGENDA

Dixon Montessori Charter School (DMCS) Parent-Teacher Organization (PTO)
Tuesday September 10th, 2013 6:30 PM
DMCS Campus MPR

Members Present: Donny Everhart, *Chair*, Guadalupe Medina, *Co-Chair*, Rebecca Valentino, *Secretary*, Kim Scott, *Treasurer*, Joanne Green, *Director*, Kelly Kosiewicz, *Fundraising*, Maggie Vieira, *Spirit*, Lisa Perchaz, *Publicity*, JoAnn Pereira, *Box Tops/Labels*, Jennifer Moody, Missy Ballance, Angela Bourdreaux, Denise Lomeli, Jeniffer Davison, Heather Stokes, Mark Hesling, *Art Chair*, Patty Baldwin, *teacher*, Melissa Moore, *Teacher*, Jeff Poteet, Windell Potier, Jen Ikelman, Beth Ockenden, Sheri Luney, Jacquie McMillen

1. Welcome/Call To Order: Donny Everhart, Guadalupe Medina 6:05
 - a. Introduce Themselves and Board/Committee Members

all members introduced themselves
2. Adopt Agenda and additions : There were no additions to the agenda
3. Officer Report (Chair, Co-Chair or Secretary as needed) Donny Everhart, Guadalupe Medina or Rebecca Valentino

Donny Gave a brief talk about the PTO goals for the year. Rebecca explained the use of the email list to do better at sending out Agenda's and meeting minutes

4. Treasurer's Report: Kim Scott
 - a. Current Funds Status: Kim Showed the Current Funds Status at \$7, 437.02
 - b. Proposed Allocation of Funds: Kim explained the allocation of funds by percentages with the idea that most areas would grow with large fundraising activities like the cookie dough sales. Smaller fundraisers have been allocated to specific needs rather than splitting small amounts of money into percentages.
 - c. Vote on Proposed Allocation of Funds: The members present voted to approve the budget.
5. Chair "Presentations"
 - a. Volunteer Committee: Donny Everhart, Donny spoke about the huge response to the volunteer forms and that the committee chairs have had the list given to them. Committee Chairs are responsible

for contacting the volunteers to help. Office Help will be coordinated from the Office.

Heather Stokes Volunteered to Head the Academic Enrichment Committee, Beth Okenden volunteered to be the Physical Education Chair.

- b. Fundraising: Kelly show PTO and School Fundraising events for the year. Include current fundraiser, Box Tops, Labels for Education, Give With Target, Shop With Scrip...?—Kelly went over the Fundraising and Community Event Calendar. She also has expressed the need for a parent to coordinate the Scrip Programs at the school. Cookie Dough sales are due on Friday. T-shirt sales went out, there is a small fundraiser connected with the Fall Festival.

- c. Spirit: Show Spirit “Calendar” or illustrate Monthly events. Fall Festival—Maggie Talked about the Spirit events that are planned as well as the idea to create all the Spirit Day posters in advance with the Leadership Students. She is still trying to coordinate this date with the teacher and Ms. Joanne. The Spirit Committee will decorate the float for the May Fair Parade.

- d. Site Beautification: No Committee Chair
 - i. Garden: Loraine Covello—Lorraine is really excited about the Garden this year and had a very successful salsa party at back to school night. There aren’t enough boxes for each classroom, but classes are encouraged to use the garden any way they can. She is seeking individuals who have time to supervise the garden at key times like lunch and right after school. The kids really love the garden and whenever it is open gravitate to it. Lorraine is open to all ideas regarding the use of the garden.

- e. Academic Enrichment: No Committee Chair
 - i. Art: Mark Hesling
 - ii. Science:
 - iii. Music
 - iv. Physical Education
 - v. Technology
 - vi. Library

Donny Discussed that some Academic Enrichment needs have already come up: The New Technology Instructor would like to

start a Robotics Club/Program and that will cost about \$8,000 to get going, The Music Teacher is in need of Recorders and White boards, Mr. Darin had a list of needed items and would like to start more extra curricular programs. The Library needs to be unpacked and made available to the students. These are just some of the things that have come up in the first few weeks.

- f. Publicity Committee: Lisa requested that the Fundraising/CE calendar and the Spirit Calendar get mailed to her, and that as events get scheduled, to please inform her so that she may assist in getting the word out. Lisa will be taking over the PTO information in the Dragonfly Digest, so please go through her—or at least cc her when info is going in so that work isn't being done twice. Lisa just volunteered for this position prior to the meeting, so please welcome her!
- g. Review Committee: We still need a Committee Chair for this. This person makes sure that the bylaws are reviewed, there is an audit committee for our finances and that the elections for the following year are happening. The chair may not have to sit on every committee, but needs to make sure they are formed and happening.

6. New Business

- a. Teacher Requests: We had three teacher requests: 1
 - i. Ms. Jacquie requested \$200 for an electric pencil sharpener, privacy screens for testing, and a program called Easy Grade Pro used by her colleagues. The PTO approved \$65.00 for the program, a parent volunteered to purchase the electric pencil sharpener (\$45) and the teachers were going to confer about the privacy screens and see if either there is enough to share, or to have a better count of what might be needed.
 - ii. Ms. April requested \$184.00 to purchase 12 stopwatches, 19 meter sticks, 12+ tennis balls and 5 spring scales. Melissa said that some meter sticks had been found and Donny said that someone must be able to donate the tennis balls and that Mr. Darin may have the stopwatches. At this point, the PTO has voted to fund the spring scales which will cost approximately 29.00 before taxes.
 - iii. Ms. Kim has requested \$200 for unforeseeable purchases while she is on maternity leave. The PTO has voted to give her up to \$100 in petty cash, to be reimbursed by receipt. Should this money run out then more funds can be requested.

7. Old Business: No Old business

8. Confirm Next Meeting Date: October 8th, 6:30. Room TBD

9. Meeting Adjourned: 8:30