

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

## **DMCS PTO Meeting Minutes**

Dixon Montessori Charter School (DMCS) Parent-Teacher Organization (PTO)  
Tuesday  
DMCS Campus MPR

In attendance: Donny Everhart, *Chair*, Guadalupe Medina, *Co-Chair*, Stacey Galbraith, *parent*, Beth Ockenden, *Physical Education*, Maggie Vieira, *Parent*, Kim Scott, *Treasurer*, Joanne Green, *School Director*, Heather Stokes, *Academic Enrichment Chair*, Loraine Covello, *Garden*, Kelly Kosiewicz, *Fundraising*, JoAnn Pereira, *Box Tops*, Mark Hesling, *Art*.

1. Welcome/Call To Order 6:37
2. Adopt Agenda and additions: Scrip has been left off Fundraising. Rebecca will be sure to add it to the general meeting agenda.
2. Officer Report (Chair, Co-Chair or Secretary as needed) Donny Everhart, Guadalupe Medina or Rebecca Valentino: None were needed.
3. Treasurer's Report: Kim Scott: The current balance is \$15,563.43. It does not reflect deposits made on Tuesday. Kim has received some repayments for bounced checks. At this point, other irreconcilable issues from last year will have to go to collections. There was a question about carry over. As per the bylaws, the PTO cannot carry over more than \$10,000 to the next fiscal year.
4. New Business
  - a. Teacher Requests: A request came in to purchase 30 recorders for Ms. Shari. They are currently \$2.00 each on sale at Target. The Maggie Vieira motioned and Guadalupe Medina seconded to approve \$60.00 plus tax to purchase the recorders. All approved.
  - b. Parking Lot Safety and Crosswalk at W. C St and N. Almond. There have been near accidents and accidents in the parking lot as well as a need for greater street safety at the C st. Cross walk. We boiled down the ideas bantered about to three items that we are going to implement. 1. Repaint Parking Lot: Ms. Joanne will request volunteers in the next Dragonfly Digest. 2. Purchase a Stop sign and/or a right turn only sign: Heather Stokes will price signs. 3. Invite the police department to patrol irregularly during peak traffic times: Donny Everhart will contact the police department. The other ideas that were discussed and may be

implemented at a later date are 1. Add cones and other brightly colored safety signs to the parking lot entrance and exits. 2. Start a petition for the City to add a crossing light at the crosswalk on C. St. Have a Parking Lot Safety Week at the school.

- c. Dragonfly Dinner: The biggest hole in the Dragonfly Dinner committees is the Auction Item committee. At the earlier meeting Ms. Joann held, she was able to get 2 volunteers for this. As the volunteer arm of the school it would be great for the PTO to help recruit for this critical Dragonfly Dinner committee. The Dragonfly Dinner will be held on Friday March 21<sup>st</sup> at the Fairgrounds. Theme, Under the Stars...

#### 5. Old Business

- a. Fall Festival: Justine was not at the meeting to report, but the members present all had positive things to say about the event! Great Job Justine!
- b. Bully curriculum: The School is implementing a Positive Behavior Program throughout all grades. At this time, Joann would like to hold off on the purchase of the film "Bully" as this program they are implemented has been very successful at other schools.
- c. Pizza Wednesday Stickers: The stickers will be distributed to the teachers to give to the students. The next Papa Murphy's Pizza fundraiser is Wednesday November 20<sup>th</sup>.

#### 6. Chair reports

- a. Review Committee: There is no review committee at this time. The review committee is responsible for making sure that the bylaws has a committee review, the financial books are being audited, and that elections happen on time (again, another committee) The individual need not serve on all committees but needs to make sure everything is happening in a timely fashion.
- b. Volunteer Committee: Donny Everhart: Loraine Covello cannot coordinate Field this year. Donny will contact the Field Day Volunteers to find someone to take charge of this Spring event.
- c. Fundraising Chair: Kelly Kosiewicz
  - 1. Boxtops and Labels: JoAnn Pereira. We had \$315.16 in box tops to turn in. And 476.70 total. JoAnn had 2 parents volunteer to help clip and sort box tops. There will be a Pizza party for the classroom with the most boxtops. \$60.00 should cover costs.

2. Target money. This year Target sent checks so we have more flexibility as to where the money gets spent. Only K/1 teachers have made their requests. Guadalupe will check on the other grade requests. Ms. Joann may have had some more requests turned in.
  3. Papa Murphy's—We have made @\$300.00 over the last 5 months...(this includes Summer)
  4. Scholastic Book Fair: We sold \$5,225.00 in books. Teachers who made wish buckets had all their books purchased for them either by parents or by the Scholastic Dollars we have. We still have almost \$2,000 in Scholastic bucks left to spend for our school and teacher libraries.
  5. Wreath Sales: We believe the Middle School Fundraiser did Well
  6. Tie Dye Fundraiser: Kelly Spent @129.00 for dye and materials and made a total of \$424.20 for Scholarships. Kelly is scheduling a make up day for those who couldn't dye their shirts.
  7. Read A Thon. The Read A Thon is starting off slow. It was supposed to start in conjunction with the book fair, but it will run through the end of the month. Kelly and Rebecca have been figuring out nuances of the online program. The company only takes 2% of the profits made.
  8. The Parents Shopping Day Fundraiser: We would like to hold this on December 7<sup>th</sup>. Kelly will need to confirm the date and time frame with Ms. Joanne.
- d. Spirit Chair: Maggie Vieira
1. Spirit Day
  2. Spirit Events : The Teacher Lunch went really well. Maggie budgeted \$200.00 on the event and only spent \$50.00. She is very thankful to all the parents who helped with the event. Guadalupe said that all the teachers were appreciative of the lunch.
  3. Maggie is hopeful that she will have enough money saved to offer massages during the spring conferences. JoAnn Pereira studied massage and may be able to help with this. She can also help coordinate Maggie with the school that she attended.
  4. December will be decorating for the Winter Sing and January 24<sup>th</sup> will be a Lego night. Maggie will be seeking volunteers to help decorate the MPR and to clean Legos.
  5. Maggie needs to know what the 100<sup>th</sup> day of school is to help make it a really special day! Guadalupe will get the date to her.
- e. Academic Enrichment: Heather Stokes

1. Art : Mark Hesling Mark had some financial needs that Heather ok'd for him to purchase in order to make Wednesday a successful event. Mark was looking for Pine cones and some other items. He has been getting paper donations from some print shops. Rebecca suggested that we should request a donation from WalMart, since Beth was so successful with the PE request. Art Supplies are consumable so there is a constant need to replenish them. We talked about seeing if we could have a Tie Dye Art Class in the spring... Mark also mentioned that we need to continue to stress that Art After School is only once a month. Rebecca is going to give Mark a Sheet to make a more permanent mural for Art After School to go up the week or a few days before.
2. Science: Nothing to report
3. Music: see teacher request
4. Physical Education: Beth Ockenden
5. Technology: Nothing to report
6. Library: Jessica Hansen, The library looks fantastic. We hoped that Scholastic would have some library software to purchase, but that was not the case. Our next step is to have a process to check books in and out in order to keep track.

f. Site Beautification Committee

1. Garden: Loraine Covello: The Garden is wonderful. The benches made by a students grandfather are beautiful and Miss Lisa's class has made signs for the garden. The Bulb fundraiser for the garden will begin in January for spring bulb planting.

g. Publicity Committee—Lisa Perchaz; Nothing to report

7. Confirm Next Meeting Date: 6:30 December 10<sup>th</sup>, Room 18

8. Adjournment: 8:00 pm