

"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

Members present: Rebecca Valentino, *interim secretary*, Amanda Dannenberg, *parent*, Meike Playford, *parent*, Adria Thomson, *parent*, Ash Wisnoski, *parent*, Lex Ockenden, *Parent*, Donny Everhart, *Volunteer Coordinator*, Amy Akaka, *Parent*, Alex Akaka, *Parent*, Cinnamon Danielson, *Parent*, Stacey Galbraith, *Parent*, Jennifer Ikelman, *Parent*, Karl Ikelman, *Parent*, Angele Boudreaux, *Publicity Chair*, Jeff Poteet, *Scrip*, Katie Summers, *Co-Chair*, Heather Stokes, *Teacher Rep*, Shelli Haaf, *Treasurer*, Rhawnie Kraak, *parent*, Jezabel Leslie, *Parent/Teacher*, JoAnn Pereira, *Box Tops/Spirit Shirts*, Krista Purdom, *Teacher*, Joanne Green, *Director*.

1. Welcome/Call To Order 6:35 pm
2. Adopt Agenda and additions: Added discussion of uniform exchange to end of meeting, move fireworks money to treasurer's report. Agenda moved by Adria and seconded by Angele. All were in favor.
3. Officer Report (Chair, Co-Chair or Secretary as needed) Missy Balance, Katie Summers or Rebecca Valentino (interim) Missy noted that we had a LOT to cover, thanked everyone for attending, and welcomed new members.
4. Treasurer's Report: The books have been audited and everything is in order. The August report was accurate and the current balance is \$21,606.10.
 - a. Shelli Haaf was voted in as the Treasurer. Shelli Haaf and Missy Ballance were nominated to be the new signers on the PTO bank account. Cameron motioned to approve the new signers and Rebecca seconded. The PTO approved the motion and request that Kim the previous treasurer and Noelle, the previous Co-Chair are removed as signers and that Missy Balance and Shelli Haaf be added.
 - b. Missy motioned to have a special meeting on Tuesday September 16th at 6:00 to discuss and vote on how the PTO should use the \$10,000 fireworks money earned over the summer. She reiterated the importance of spending the funds raised while involved parents and students will still benefit. She also voiced the importance to advertise the meeting to get as many parents and teachers

involved in the decision-making. Rebecca Seconded. The PTO approved.

5. New Business

a. Teacher Requests

1. Ms. Shari requested the purchase of two sets of rhythm sticks. The total purchase was for \$52.85. The PTO approved.
2. Ms. Krista requested \$445.00 to attend a computer users conference in March. She implemented the system in Yolo County and would like to implement it at DMCS. The conference updates users/instructors on the technology and uses of the system. She would bring back her knowledge and share it with the school. The \$445.00 requested only covers approximately $\frac{1}{4}$ of her over all expenses. The PTO voted to grant the request.
3. Ms. Guadalupe requested the purchase of 52 "Sit Spots" for two classrooms. The total amount would be \$111.76. There was an example of a "Sit Spot" which was passed around the classroom. The Spot is made out of the male side of Velcro. Rebecca pointed out that you can't "just buy" Velcro in that size. Missy pointed out that Velcro is expensive. The PTO did NOT approve this purchase with a close margin of votes 10 no 9 yes, some abstained.
4. Ms. Jezebel would like to repaint the playgrounds and requested Stencils for hopscotch, four square and the United States. The Stencil purchase would be approximately \$321.00 She also requested the purchase of paint for the Stenciling and new balls. The paint and ball purchase would be approximately \$294.00. The Athletics committee chair is working on another grant request from Wal-Mart. The PTO voted to approve the purchase of the stencils and wanted to wait to see if the Wal-Mart grant went through. The paint and balls can be purchased with the grant money.
5. At the last meeting Ms. Jacqui requested reimbursement for the purchase of rugs to be used in her classroom. She worked over the summer to transform her classroom into a more Montessori environment. We did not have the paper work from the last meeting so we approved a reimbursement of between \$170.00 and \$200.00

b. Nominate and vote in new positions

1. Rhawnie Kraak expressed an interest in being the PTO Secretary. She is concerned that she may not be available for all meetings. Rebecca said that she could take notes at

meeting Rhawnie might miss. The PTO voted Rhawnie into the position of Secretary.

2. We need a new fundraising chair. Amy Akaka said that she would be interested in being a fundraising chair. She has been the Relay For Life Chair for two years and has extensive experience in fundraising, but has an extremely busy schedule. Missy pointed out that the fundraising this year is not very extensive and that there are subcommittees already set up for most of the fundraisers. JoAnn Pereira said that she would Co-Chair with Amy. The PTO voted in Amy Akaka and JoAnn Pereira as the new Fundraising Co-Chairs.
 3. Donny Everhart volunteered to be the Technology subcommittee chair (a volunteer position that need not be voted in) Art will be chaired by Mark Hesling and Tonya, and we currently do not have a Science or Music subcommittee.
 4. Rebecca Valentino wants to continue in the PTO as the Site Beautification Chair. She was voted in to this office.
- c. Review vacant positions. Just to make it clear, the vacant positions are as follows: Review Committee Chair, and Science and Music subcommittees under Academic Enrichment, we also need someone to Chair our Field Day event in spring!

6. Old Business

- a. Fall Festival: Justine Granillo
Angele moved the Fall Festival sign up sheet to the front gate. The sign up sheet was partially obscured when the door to the office is open in the mornings. Stacey Galbraith mentioned that her husband made a Lemonade stand and if could be used for the event. JoAnn also mentioned that Justine requested the rental of a Cotton Candy machine for the event. The rental rate is \$45.00. This is a reminder that we need to set our budgets ASAP since there are events that are being planned now. Justine is seeking prizes that will also be appealing to middle school aged students.
- b. On the same day as the Fall Festival, there will be an E-Waste fundraiser to support technology at DMCS. We will need volunteers for this fundraiser as well.

7. Chair reports

- a. Volunteer Committee: Donny Everhart. Donny has 162 volunteer forms turned in and is in the process of organizing the volunteer lists so that he can send the information to the appropriate Chairs.

He will also be working with the PTO to help rally people when assistance is needed. Rebecca mentioned that she doesn't think we have quite ALL of the member and volunteer forms yet, but we are close.

- b. Fundraising Chair: We are still looking for a chair, Missy will be reporting. See above Amy Akaka and JoAnn Pereira will be Fundraising Chairs for this year.
 - 1. Box tops and Labels: JoAnn Pereira, Stacey Galbraith: Stacey will be transitioning into the role of Box tops and Labels coordinator.
 - 2. Spirit Shirt Sales: JoAnn Pereira approximately 116 blue shirts were sold but only 37 white shirts. We may end up doing the tie-dye on a separate day with such low purchases. JoAnn isn't sure yet. I mentioned that there were a fair amount of students that wanted to dye shirts on the day of the festival, but we aren't sure how many shirts we would want to buy
 - 3. Cookie Dough Sales: Jessica Hansen: Cookie Dough sales are due on Friday.
 - 4. Papa Murphy's
 - 5. Scholastic Book Fair: Stacey Galbraith (Kelly Kosiewicz, Rebecca Valentino) Kelly and Stacey met on Sunday and Stacey had a telephone meeting with the Scholastic rep on Monday. Stacey is thinking about having a raffle among other incentives to get more teachers and students involved.
 - 6. Shoparoo: Kelly Kosiewicz, This new fundraising method has rolled out and parents are slowly downloading the app and getting started on recording receipts.
 - 7. Spirit Chair: Cinnamon Danielson. Cinnamon walked around with a basket of "goodies" acknowledging all the wonderful volunteers and new people in the room. She is planning three teacher appreciation events for the year, the wildlife assembly and we discussed red ribbon week. She asked about a Red Ribbon assembly, and the parents and teachers in the room felt that an assembly, if the school and a local officer are available would be great!
 - 1. Spirit Day: We discussed the difference between Field Day (a spirit event) and Fall Festival (a community event) and decided that Field Day should be an autonomous event within the PTO since it has its own budget.
 - 2. Spirit Events
- c. Academic Enrichment: Heather Stokes

1. Art: Mark Hesling: Mark was unable to make the meeting but has confirmed that he is happy to continue in this position, and is thrilled to have a co-committee member.
 2. Science:
 3. Music
 4. Physical Education: Beth Ockenden: Beth has applied for another Wal-Mart Grant.
 5. Technology: The Robotics Club is having a raffle for an IPAD at the end of September. Ms. Krista showed the PTO her long-term goals to get the Robotics program to trickle down to the 4th and 5th grades. She has extensive experience in forming these programs from past involvement in Yolo County.
 6. Library: Currently the library is being used for a myriad of other things and students have limited access.
- d. Site Beautification Committee
1. Garden: Loraine Covello: Loraine is working on garden box sponsors to get the rest of the garden boxes we would like to have for our garden. She was unable to make the meeting.
- e. Publicity Committee: Angele Boudreaux: The PTO voted to approve the go ahead of the PTO website. Ms. Krista has linked the site to the DMCS website and has been working on including the PTO information more on the website. We are excited to have a larger presence on the web, and better accessibility to parents.
- f. Review Committee
8. Uniform Exchange: We have run out of time, but we will need to find someone who is able and willing to “store” the uniform exchange and help work with the school on better advertisement of the program and how to make it accessible to parents if it will not be stored on campus.
- Bookkeeping software: Shelli would like to purchase a bookkeeping software for the PTO treasurer. Missy asked that we save the voting for this to the next meeting since it is so late. We will discuss and vote first thing next Tuesday.
9. Chair Closing remarks: Volunteer Recognition
 10. Confirm Next Meeting Date: Special Meeting Tuesday September 16th 6:00 pm room 5, Tuesday October 14th 6:30 pm, room 5, The November meeting will be WEDNESDAY Nov. 12th due to Veterans Day.
8. Adjournment: 8:30 pm