

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



DMCS PTO Meeting Agenda

Dixon Montessori Charter School - Parent-Teacher Organization
Tuesday, January 13, 2014 @ 6:30pm

Call To Order: 6:30pm

- I. **Adopt Agenda and additions:** Ms. Katie Approve, Missy 2nd
- II. **Officer Reports**
 - a. Chair - Missy Balance: Ms. Jacquie's class won the door decorating contest and the runner up winners were Ms. Heidi and Ms. Hidi
 - b. Co-Chair - Katie Summers: No Updates
 - c. Secretary - Rhawnie Kraak: No Updates
- III. **Treasurer's Report:** Shelli Haaf
 - a. Last year PTO distributed approx 14,565.00
 - b. Outstanding Items:
 - i. Ms. Krista - final receipts for laptop caddy carts / mobi-max subscription
 - ii. Ms. Gena - Subscription to Scholastic - check was provided, price increased - will swap checks for appropriate amount
 - iii. Tablet fund was tabled until next meeting
 - iv. Ms. Joann - communication system - already purchased, need to pay invoice to the school
 - v. Ms. Katie - social studies maps - remove from request, she will re-address as a teacher request later
 - c. Corporate Filing Status Update - \$1 Business License renewal - paid to City of Dixon.
 - d. California Secretary of State's 'Statement of Information' form was approved by the state.
 - e. IRS confirmation for extension was granted.
- IV. **New Business**
 - a. Teacher Requests
 - i. Recommendation: post meeting minutes in copy room
 - b. New Recycling Chair
 - i. Ms. Jenna is excited to kick-start a recycling program at DMCS.
 - ii. Plastics and cans are the first to be recycled
 - iii. Terracycle Program - Free program for schools - [Link Here](#)
 - iv. Contact Ms.Jenna: jflorent@dixonmontessori.org
 - c. PTO donating a prize to the Dragon Fly Dinner Auction with regard to Field Day - Tabled for next meeting
 - d. Adopt a "wrap up sheet" - to be implemented during next meeting
 - e. Project Projector - Three (3) have been ordered
 - f. Spring Book Fair:
 - i. Cindy signed up to be Spring Book Fair Chair
 - ii. Scheduled for May 25-June 1
 - iii. Volunteers Needed - Schedule will be online; 2 people per 1-hour shift.
 - iv. Email Cindy: cindyjulie17@gmail.com
 - g. PTO Elections: Goal is to have elections complete by May, 2015 for next year's officers.
- V. **Old Business**
 - a. Lego Night - January 30th, 2015
 - i. Request parents buy or donate cookies. Milk to be purchased by PTO.
 - ii. Need clean-up volunteers.
 - iii. Not a "drop-off kids" night.

- b. Sock Hop
 - i. Friday, February 20th, new event for lower grades.
 - ii. Non Drop-off.
 - iii. Siblings are welcome.
- c. Garden Box - clean-up help is requested
 - i. Need Dirt and compost donations with help
 - ii. Needs help picking up plants
 - iii. Needs money donations added to ACE account
 - iv. Potentially create a curriculum: Kids work in garden during recess
- d. Spirit Wear - No update
- e. Sitting Balls - Purchased two (2) small and two (2) medium, plus one (1) sitting disk to try out. Ms. Katie will try it with one of her students to begin.

VI. **Chair reports**

- a. **Fundraising Chair**: Amy Akaka / JoAnn Pereira
- b. Papa Murphy's - Ms. Katie will pick-up the check from Papa Murphy's
- c. Current fundraising event - Baskin Robbins wants DMCS to sign up a fundraising event
- d. Script - Jeff Poteet
- e. Shoparoo - Kelly Kosiewicz -
 - i. Year-long fundraiser
 - ii. Download free app on phone
 - iii. Submit pictures of your receipts after shopping - it's that simple to raise money for DMCS.
- f. Box Tops & Labels
 - i. Ice-Cream Sundae contest
- g. **Spirit Chair**: Cinnamon Danielson - No updates
 - i. Fireworks booth - request has been submitted. It is a lottery, and if we get picked, we will need a team of coordinators
 - ii. Moved the deadline from Feb 6th to Feb 27th
- h. **Field Day Chair** - add to next meeting's agenda
- i. **Academic Enrichment Chair** - Heather Stokes
 - i. Art
 - 1. Next meeting will be in February.
 - 2. Need volunteers to help during, with clean-up and art material donations.
 - 3. Ms. Jenna offered to volunteer
 - 4. Contact Mark to register your child or to volunteer: ptoart@dixonmontessori.org
 - ii. Science - No updates
 - iii. Music - No updates
 - iv. Physical Education - Beth Ockenden - No updates
 - v. Technology - Donny Everhart - No Updates
 - vi. Library - Jessica Hansen - No Updates
- j. **Site Beautification Chair** - Rebecca Valentino
 - i. Rebecca has plans to paint the USA map on the playground, and will request volunteers for a clean-up one Saturday in February.
- k. **Garden**: Loraine Covello - No Updates
- l. **Publicity Committee Chair** - Angele Boudreaux - No Updates

VII. **Review Committee** - Need a volunteer to audit the PTO books over summer break.

- i. Ms. Katie has someone in mind, will update at the next meeting.

VIII. **Volunteer Committee**: Donny Everhart - No Updates

IX. **Confirm Next Meeting Date**: February 10, 2015

Meeting Adjournment - 7:46pm