

"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, March 10, 2015 @ 6:30pm

Call To Order: 6:34pm

Members Present: Angele Boudreaux, Rebecca Valentino, Brian Horak, Stacey Galbraith, Jenna Florent, Cinnamon Danielson, Krista Purdom, Shelli Haaf, Melissa Moore, Missy Ballance

- I. **Adopt Agenda and additions:** Rebecca made a motion to adopt the agenda Stacey seconded, all approved.
- II. **Officer Reports**
 - a. Chair - Missy Balance: Nothing to report.
 - b. Co-Chair - Ms. Jenna
 - Ms. Jenna noted a WASC committee was onsite for a visit as part of the school's accreditation process. Committee members were visiting class rooms and talking to parents and students.
 - c. Secretary - Rhawnie Kraak: Nothing to report.
- III. **Treasurer's Report:** Shelli Haaf
 - a. Nothing significant to report.
- IV. **New Business**
 - a. Teacher Requests
 - Ms. Krista requested a reimbursement of \$34.27 for glue and parts used to complete the Technology Auction item for the Dragonfly Dinner.
 1. Cinnamon motioned to approve, Brian seconded, and all approved.
 - Ms. Lisa requested a reimbursement of \$55.20 for a set of Mind Sets game bundle of 5 math board games.
 1. Rebecca motioned to approve, Shelli seconded, and all approved.
 - Ms. Guadalupe requested approval for \$175 to purchase a listening center (\$95), a fluency card bank (\$49), and an iPad document camera app (\$12.99).
 1. Angele motioned to approve, Brian seconded, and all approved.
 - Ms. Kemp requested an amount not to exceed \$ 150 for 7/8 Life Science studies in understanding Bio Mass. Students will run a food recycling program in the cafeteria. Middle school students will also work to teach younger students about their project and the science behind it..The money will be used to purchase food waste collection bins and a food crusher/grinder.
 1. Rebecca motioned to approve, Cinnamon seconded, and all approved.
 - Ms. Johnson requested an approval not to exceed \$120 to purchase pencil sharpener and a 24 x 36 Chart Pad.
 1. Cinnamon motioned to approve, Angele seconded, and all approved.
 - b. Elections
 - Missy recommended reaching out to the new TK/K parents to send them a special invitation to attend DMCS PTO meetings.
 1. Reach out to meet new parents can play an important role in setting a warm and inclusive tone
 - Angele will provide a letter to DMCS staff asking for them to send a personal invite out to parents that they think would enjoy participating in the PTO.
 - c. Ms. Melissa attended the meeting and would like to thank the PTO on behalf of herself and the 2/3 teaching team for the teacher appreciation lunch, the appreciation banner and the approval for the money to purchase a pizza party for the 2/3 students.

V. Old Business

- a. Project Projector - Ms. Krista provided additional itemized details on the number of projectors, carts, and cables needed to complete the goal to purchase a projector for every class. Ms. Krista requested approval for \$3,738.98 for 7 new projector "kits" and equipment and \$450 to replace an existing unreliable projector.
Note: The projector kit bundle listed above includes 7 projectors, 6 extension cords, 5 cards.
 - Missy motioned to approve, Cinnamon seconded and all approved.
- b. PTO Elections:
 - Timeline: Election forms in teacher boxes on or before March 25
 1. Letters out Now
 2. Vote at next PTO meeting
 - Note: PTO bylaws state voting for the Executive team will take place at the May PTO meeting.
- c. Spring Book Fair: No update
- d. Sock Hop: Great Job.
- e. Garden Box: No update
- f. Spirit Wear Online:
 - Angele will contact JoAnn P.
- g. Adopt a "wrap up sheet"
 - A "wrap up sheet" was created and used to record information from the PTO Family Dance night. Future events should use the event wrap up sheet to provide useful and important information to future event volunteers and coordinators.

VI. Chair reports

- a. Fundraising Chair: Amy Akaka / JoAnn Pereira
 - Papa Murphy's
 - Baskin Robbins :
 - Script - Jeff Poteet:
 - Shoparoo - Kelly Kosiewicz:
 - Box Tops:
 - Labels:
 - Fireworks Booth:
 - Amazon Smile:
 - a. Brian H. can help work on fundraising advertising and opportunities
- b. Spirit Chair: Cinnamon Danielson:
 - Teacher Lunch: was well received and it went well.
 - BMX Trick Bike Riders have been scheduled for Thursday May 21st. Cinnamon will be point of contact for the team which includes setup and payment on the day of the event.
 - Teacher Appreciation is the first week of May. (May 5th)
 - New Assembly: Shelli proposed a possible Art Class as an assembly. She will continue to look into this.
- c. Field Day Chair - Rebecca Valentino:
 - Field Day work will start after the Dragonfly Dinner event
- d. Academic Enrichment Chair - Heather Stokes: No Update
 - Art
 - Science
 - Music
 - Physical Education - Beth Ockenden
 - Technology - Donny Everhart
 - Library - Jessica Hansen
- e. Site Beautification Chair - Rebecca Valentino
 - A new budget line item was proposed to monitor income and expenses for the Site Beautification chair.
 1. Angele motioned to approve, Cinnamon seconded, and all approved.
 - Recycling Chair - Jenna Florent:

1. Jenna reported \$123.77 has been collected from cans and water bottles. Money earned from recycling will be added to be added to Site Beautification budget and be used to purchase new recycling cans and other items needed to continue the recycling program at DMCS.
- The Site Beautification project day was canceled due to schedule conflicts and lack of volunteers. Rebecca is working on new project ideas.

f. Garden: Loraine Covello : No Update

g. Publicity Committee Chair - Angele Boudreaux : No Update

VII. **Review Committee** - In Charge of PTO Elections :

VIII. **Volunteer Committee**: Donny Everhart : No Update

IX. **Confirm Next Meeting Date**:

Meeting Adjournment 7:58pm