



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

DMCS PTO Meeting Minutes

Dixon Montessori Charter School – Parent Teacher Organization

Tuesday, May 08, 2018 @ 6:30pm

Attendance: Michelle Salow, Shaina Waller, Carlyn Sliben, Jenn Collins, M. Jorjet Potier, Robin Duncan, Sherrilynn Wentworth, Angele Boudreaux, Jennifer Baumbach, Patty Guizar

Call to Order @ 6:36pm

- Adopt Agenda and Additions** – motion to approve by Jen B, second by Carlyn. All present were in favor.
- April Minutes** – motion to approve by Shaina, second by Patty. All present were in favor.
- Officer Reports:**
 - President . Erin Jefferson, not present.
 - DMCS Board Meeting Recap – Angele – review of new admin positions, job description, salary. Director opening – Board is going to form a committee and request staff feedback. Charter to renew this year, Mr. Ernest will present at the June School Board meeting. Goal is to be approved by Fall. One parent stood up to speak about Ms. Joanne
 - Co-President . Robin Duncan – no updates
 - Secretary . Michelle Salow – no updates
- Treasurer’s Report** . Angele Boudreaux – was there a door, anti-drug theme contest? Ok to disregard
 - Financial Report/Budget
 - Motion to move \$114.66 from Spirit: Kids to Misc. Motion by Sherri, second by Jorjet. All present were in favor
 - Motion to move \$1,000 from Spirit: Kids to Staff Appreciation. Motion by Angele, second by Michelle. All present were in favor.
- New Business**
 - Teacher Requests – Angele
 - Shaina Waller – boxes for lost and found/PTO closet. \$34.08 to be paid out of Misc. Motion to approve by Patty, second by Carlyn. All present were in favor.
 - Ms. Allison – new system/template for homework, can be used by all of K/1. \$57.25 to be paid out of staff requests. Motion to approve by Sherri, second by Michelle. All present were in favor.
 - Ms. Robin – make & take event reimbursement, bracelet supplies. \$26.60 to be paid out of staff request. Motion to approve by Sherri, second by Jen B. All present were in favor.
 - Ms. Heather – make & take event reimbursement, lava lamp supplies. \$31.48 to be paid out of staff request. Motion to approve by Michelle, second by Sherri. All present were in favor.

Ms. Amy – running club supplies, including a folding table. Also seeking reimbursement for pizza and slime supplies for make & take event. \$140.99 to be paid out of staff request. Motion to approve by Jorjet, second by Jen C. All present were in favor.

Ms. Valerie – pencil pouches and erasers for 18-19 school year. \$60.01 to be paid out of staff request. Motion to approve by Carlyn, second by Jen B. All present were in favor.

Ms. Robin – good pencils for all of K/1 team. Journals for 1st graders. Pencil pouches, erasers and pocket charts 1-120. \$233.35 to be paid out of staff request. Motion to approve by Jorjet, second by Patty. All present were in favor.

Shaina Waller – shirts & aprons for PTO members to wear at functions. Black, final design pending. Shirts for officers to be paid by the PTO. Chairs will have 1st dibs on the rest of the shirts. Mix of shirts and aprons, not to exceed \$400; to be paid out of Misc. Motion to approve by Shaina, second by Carlyn. All present were in favor.

Elections – Angele

Jorjet as Treasurer – motion by Jen B, second by Carlyn. All present were in favor.

Michelle as Secretary – motion by Jorjet, second by Sherry. All present were in favor.

Carlyn as President – motion by Shaina, second by Michelle. All present were in favor.

Officers Meet Over Summer to Transition

First Meeting For Fall 2018 – August 14th

Chair/Sub-Committee Reports

Fundraising . Cassie Horak

Box Tops . Tammy Andrews - \$259.30 check

Baskin Robbins – no summer dates

Papa Murphy's (First Monday of the Month) – year round

Academic Enrichment . Jennifer Collins – no \$\$

Field Day . Stefanie Switzer – May 30th. Sign-up genius to be sent next week. Est Times 10-noon

Site Beautification . Jennifer Baumbach – over summer plan on painting poles and adding teacher plaques

Garden . Patricia Guizar – teachers are planning, need a new timer. Must use up the budget by 6/30

Review Committee . Rebecca Valentino –not present

Spirit/Social . Shaina Waller

Staff Appreciation – taco truck

Departure gift for Ms. Joanne, photo & scrapbook page signed by each class, coordinate with Mr. Ernest. Origami Owl?

Recommendation of Room Parent for each class beginning 18/19 school year

Have a GREAT Summer and Recharge for a Fabulous 2018-2019!

Adjourn @ 8:19 pm

May Budget for 2017-2018 School Year

as of 05/07/18

July 1, 2017 - June 30, 2018

\$

14,896.82

Budget Item	Budget Amounts	Spent	Available
Academic Enrichment	\$ 2,573.06	\$ 2,573.06	\$ -
Emergency Funds	\$ 958.26	\$ -	\$ 958.26
Fall Festival	\$ 854.59	\$ 854.59	\$ -
Field Day	\$ 1,145.41	\$ -	\$ 1,145.41
Garden	\$ 798.55	\$ 346.24	\$ 452.31
Miscellaneous	\$ 319.42	\$ -	\$ 319.42
Business Expenses and prizes	\$ 1,631.00	\$ 1,323.22	\$ 307.78
Scholarships	\$ 319.42	\$ -	\$ 319.42
Spirit: Kids (Assemblies, Family Nights, etc.)	\$ 3,605.80	\$ 493.10	\$ 3,112.70
Spirit: Staff Appreciation	\$ 1,597.10	\$ 449.75	\$ 1,147.35
Staff Requests	\$ 5,062.00	\$ 1,359.50	\$ 3,702.50
Carry Over for 2016-2017	\$ 2,874.79	\$ -	\$ 2,874.79
Site Beautification and Recycling **	\$ 621.00	\$ 64.12	\$ 556.88
		\$ 7,463.58	\$ 14,896.82

** Earmarked money earned directly from Recycling

Deposits

5/4/18 Box Tops Spring	\$ 259.30	Credited to Staff Requests
4/10/18 Academic Enrichment --> Staff Requests	\$ 119.22	Credited to Staff Requests
	\$ -	
Total	\$ 378.52	

Checks & Debits

-- Academic Enrichment --> Staff Requests	\$ 119.22	Moved Budget Category
1458 Amy Biscardi	\$ 73.95	Staff Requests: Running Club Prizes
1459 Allison Ruanto	\$ 59.99	Staff Requests: Brooder Heat Plate
1460 Robin Duncan	\$ 64.64	Staff Requests: Live Insects
1461 Robin Duncan	\$ 298.71	Staff Requests: Egg Life Cycle
1462 Allison Ruanto	\$ 540.70	Staff Requests: Vango Mobile Museum
1463 Patricia Guizar	\$ 171.29	Garden
1464 Dixon Ace Hardware	\$ 19.49	Garden
1465 Dixon Ace Hardware	\$ 0.95	Garden
1466 Shaina Waller	\$ 30.24	Staff Appreciation
1467 Shaina Waller	\$ 28.36	Spirit Kids: Movie Night
1468 Michelle Salow	\$ 59.96	Spirit Kids: Spring Dance
1469 Patricia Guizar	\$ 33.00	Spirit Kids: Movie Night
Total	\$ 1,500.50	