

Oregon PTO Meeting
August 6, 2002
6:30 p.m.
Minutes

Attendance: Donna Wright, Peggy Bakken, Kris Pearson, Mary Jo Romero, Amy Hermus, Janine Bessemer, Britney Smith, Rebecca Higgins, Jamie Okonek, Debbie Fischer, Jane Peschel, Amy Miller.

Secretary Report

Janine Bessemer moved to approve the report; Britney Smith seconded the motion. Approved.

Treasurers Report

Jamie Okonek distributed the final 2002-03 budget. She mentioned that the PTO had a Regular Savings Account with \$828.68. She wondered if anyone knew why this account was separate. It earns 1% interest, which is less than the Money Market account. No one knew why this account was separate, so Jamie will transfer the funds to the Money Market account. Britney Smith motioned to accept; Amy Hermus seconded. Approved.

Audit: Jamie contacted Jan Furrer about auditing the PTO books, but she is unable to do it this year. Jamie asked a friend who works for the Department of Revenue, Angela Herl, to do it instead. Herl agreed and will do it by September 1.

SPARCS budget: Jane Peschel asked to clarify the SPARCS book bag budget. The budget spreadsheet showed the money for 2002-03 already spent. Jamie said the money was transferred on 8/1/02; Mark Lee and Catherine Krebsbach were informed.

Die-cut money: Because the die-cut letters were not ordered by 7/31/02, the \$500 will come out of the 2002-03 budget.

Britney Smith made a motion to accept the Treasurers Report; Amy Hermus seconded. Approved.

Publicity

Publicity Committee Chair Rebecca Higgins will not be able to continue working with the PTO because her son has been transferred to Brooklyn Elementary School. Thank you, Rebecca, for doing an exceptional job over the last year!

We need to find a new chair for this committee. We will mention it at the September meeting and put a notice in the school newsletters this fall.

Rebecca left a list of things that need to be done right away:

1. Cover letter for the PTO volunteer forms.
2. Confirmation letter to go to parent volunteers after receiving their forms.

3. Photos taken by Publicity committee member, Jayne Endl, need to go to Marilyn Murphy.

Fund Raising

Janine Bessemer followed up on the die-cut letters from Mike Muscanero. He honored his original contract and will pay for a set of uppercase letters for the schools and PTO to share. JoAnn Dachenbach also ordered a set of lowercase letters at the same time, which will be paid for by the PTO.

Entertainment Books: The PTO will sell Entertainment Books this year. Janine said the goal is to sell 1,000 books (we sold 1,500 two years ago). We will receive 50 percent of the profits. OHS Poms and cheerleaders are also selling the books this year and Janine says we will collaborate with them if either group is short of reaching its goals. The Entertainment Book rep. will talk to the OHS group.

We will not send the books home with students. The PTO will sell them at Back to School Night and other PTO events, like the Barn Dance in October and at the wrapping paper sale pick up. Payment will be required up front, and then the PTO will pay the book company. For every 500 we sell, we will get 20 free to sell and make 100 percent profit. The book sale will end October 11th. No prizes will be offered as incentive.

Wrapping Paper Sale: The only other fundraiser this year will be wrapping paper. The sale will run from September 9–23. Paper distribution is scheduled for October 19. Prizes will be offered as incentive, as they were in the past.

Amy Hermus also announced the members of the Fund Raising Committee: Cindy Simon, Julie Turk, and Robin Oschmann.

Old Business

Easels for Deb Fischer: The easels for the NKE Sensory Room are on back order, reported Jamie Okonek. Therefore, the \$460 will come out of the 2002-03 budget when they're available. The remainder of the purchase, \$61.50 for extra paper rolls, will come out of the 2001-02 budget.

Donna Wright reported that she called Jan Bonsett-Veal to let her know about the \$100 approved at the June meeting for an RCI student to attend Camp Invention.

New Business

The PTO will hold an Open House on Tuesday, September 10 at 5:30 p.m. Everyone on the Board will talk about their committee and pass around sign-up sheets for volunteers. Board Members will each bring a dessert or snack to share, and Peggy Bakken will provide beverages.

Barn Dance: Friday, October 4, 5:30 p.m. at Eugster's Farm. Square Dancing will be held upstairs, while food and tables will be available downstairs. The rental fee is \$500, but food purchases will be deducted from that amount and the PTO will be responsible

for covering the remaining balance. The food area will be run by Eugster's staff and the following items will be available for purchase: caramel apples, pork sandwiches, hot dogs, pie, apple cider, popcorn, and soda. Amy will ask whether families can bring their own picnic dinners. Jane Peschel suggested selling pizza. Amy will talk to Eugsters about both options.

Love & Logic: Jane Peschel submitted a letter to the Board requesting \$1,360 funding for the Love & Logic parenting class taught by BKE teacher Jo Gilmore. In the past, the class was paid for by a grant, which was cut this year. The grant paid for both Gilmore's salary and childcare. The class is available to a maximum of 35 parents. The instructor portion of the expense is \$900.

This year, a number of grants have been eliminated, and the district is facing a budget crunch. Amy Hermus asked if there was some way to find out what other funding requests the PTO may receive so we could prioritize.

Donna Wright suggested that the board consider funding just the salary portion of Love & Logic. Because the class is offered to all three elementary schools in the district, she suggested the PTO fund \$600. Upon further discussion, the board agreed but said the funding should be contingent on the class being full. The board felt that parents attending the class should arrange their own childcare or pay the cost of using on-site childcare. Amy Miller made a motion to approve; Mary Jo Romero seconded. Approved.

Side discussion: Should the PTO consider combining with the Brooklyn PTA? For 2002-03, no one replaced former President Peggy Gunderson. Rebecca Higgins will discuss it with the remaining Brooklyn PTA officers. Some questioned what impact 400 additional students would have on our programs.

Jane Peschel also requested funding for ice cream cones at the Kindergarten Potlucks. Jamie Okonek said there was extra money in the Kindergarten Book budget and she would pay for it from that account.

PTO Officers Meeting: Donna Wright reported that the 2002-03 officers met in June. One thing they discussed was how to make the monthly meetings shorter. Donna asked that people who want to discuss something at a meeting let her know two weeks in advance for the agenda. She asked if we should drop the committee reports unless the committee chair wanted to be on the agenda, but the group said it likes the monthly updates. Everyone agreed that discussions get too lengthy. VP Kris Pearson will start timing discussions, limiting them to approximately 15 minutes before either tabling discussion or making a motion.

Another time-consuming part of the meetings is special requests that come up during the meeting rather than in advance on the agenda. We agreed that anyone who would like to make either a Special Request or a Teacher Request must attend the meeting in person. They need to get on the agenda two weeks in advance. Forms will be available in each office.

Side Note: After the meeting, Jane Peschel, Amy Miller and Mary Jo Romero talked about meeting with teachers to let them know about the Teacher Request budget and the request process. Jane Peschel agreed to get the Community Education grant request form and modify it for the PTO. Amy Miller and Mary Jo Romero agreed to talk to the teachers at NKE and PVE during In-Service at the end of August. The request form will stress that limited funds are available and that any request should benefit as many people as possible. Teachers will need to turn in their request forms to the PTO mailbox. Requests will be given to the Board at the next PTO meeting, and those that are deemed worthy of consideration will be put on the agenda for a later meeting. The PTO will contact requestors and let them know when they are on the agenda.

Background Checks for Volunteers: Jane Peschel met with the School Board regarding background checks for school volunteers. She reports that while adults who volunteer in the classroom will be required to get a background check, the School Board determined that PTO volunteers would not have to. PTO Volunteers typically work in a setting with both children and their parents or with an entire class, not one-on-one situations.

PVE Artist in Residence: Jamie Okonek reported that PVE Artist in Residence Cheryl Bauer asked if there was any money leftover from the 2001-02 budget with which to continue landscape work. Jamie said \$350 remains in the budget. However, the money will be carried over for 2002-03.

Next Meeting: Tuesday, September 10, 2002 5:30 p.m.

**** NOTE: Next meeting starts one hour earlier for Open House ****

Adjourned: 8:05 p.m.