

Oregon PTO Meeting  
September 10, 2002  
6:30 p.m.  
Minutes

**Attendance:** Donna Wright, Peggy Bakken, Kris Pearson, Mary Jo Romero, Amy Hermus, Janine Bessemer, Britney Smith, Jamie Okonek, Debbie Fischer, Amy Miller, Cathy Nelson, Tanya Kukuske, Mike Kiffel, Susan Byrns, Cheri Liechty, Cathy Weis, Tammy Adler, Pam Guthmiller, Tami Meier, Sheila Baaon, Sue Wilhelm, Lisa Steil, Wendy Borden, Tara McKelvey, and Teri Mills.

**September Social**

From 5:30-6:30 p.m. the group held a social to welcome new parents to the PTO. Each committee chair said a few words about her group, and explained how volunteers could participate. The regular meeting followed at 6:30 p.m.

**Secretary Report**

Janine Bessemer clarified profit information for the Entertainment Books to be sold: Once the PTO sells 1,000 books, we will receive 50 percent profit. If we don't reach that number, our profit will be prorated.

Also, Amy Miller clarified the specifics of the Teacher & Special Request forms handed out at In-Service: teachers must submit the forms by the 15<sup>th</sup> of the month prior to the next meeting to be put on the agenda.

Cheri Liechty moved to approve the August Minutes; Mary Jo Romero seconded the motion. Approved.

**Treasurers Report**

Jamie reported that she transferred funds to a single money market account. She also reported that \$225 was budgeted for insurance, but this cost increased to \$250. The company told her this expense will increase about \$25 per year. She will update the budget accordingly.

The audit for 2001-02 was completed, and everything looked good. Jamie reported that on 7/31/02 a check was written to Nancy Schlimgen and later voided. This does not affect the budget, but the check numbers are now out of order. This was noted in the audit.

Cheri Liechty asked whether the PTO still collected Boxtops for Education. Jamie said that in 2001, the NKE library kept this money and used it to purchase items for the school, and starting this year, the PVE library will do the same. Lisa Steil asked for a list of products to save labels. Susan Byrns said a list will be coming home soon.

Motion to accept the Treasurers Report made by Britney Smith, seconded by Cheri Liechty. Approved.

### **Social**

Britney Smith announced the dates for the Teacher conference potlucks, November 14 & 21, and March 13.

### **Fund Raising**

Wrapping paper sales are underway. Deb Fischer suggested that the PTO let teachers know that they can also purchase wrapping paper and that order forms are in the office.

### **Science Fair**

The Social committee will help plan the Science Fair reception, and Publicity will also work with the planning committee. Kelly Kaat and Cathy Nelson will chair the committee this year instead of Dolly Ledin.

Dolly Ledin discussed the goals of the annual Science Fair, emphasizing an effort to make the projects part of a long-term science experience during the school year. She requested volunteers who were working scientists. She would like these people to review projects, and also go out to classrooms to encourage kids to participate. She mentioned the need for a flier requesting people with science expertise. Teri Mills said she is trying to create an experts database for teachers to access, and she would include a call for science experts too. A request will go out in the school newsletters.

### **Artist in Residence**

Teri Mills reported that Artist in Residence Mary Ellen Graf will start working with students soon, beginning at NKE then going to PVE.

### **Family Fun Night**

Amy Hermus lining up chaperones to help at the Barn Dance in October. The group discussed how to identify PTO volunteers so people can come to us with questions, etc. We decided to purchase bright orange t-shirts with PTO Volunteer printed on the back. Britney Smith made a motion to purchase 24 orange shirts, not to exceed \$200. Susan Byrns seconded the motion. Approved. The funds will come out of the Family Fun budget.

### **Old Business**

Kathy Kooistra announced that DPI reviewed grant requests and restored about one third of the ones that had been denied.

Jamie Okonek mentioned that last year, the board approved \$150 for Kids Connection to purchase snacks, but no bill was submitted for payment. Teri Mills will check with Sara Lubbers.

Amy Miller handed out a copy of the Teacher Request/Special Request form that was given to each teacher at In-Service this fall.

**New Business**

Dolly Ledin informed the group that a school landscape committee would be meeting Thursday, September 19 to discuss ways to improve the schools' landscape. NKE and PVE parents are welcome to attend.

Teri Mills reported that she is working on a project with Jane Peschel to create a sunflower maze. Students at NKE and PVE will design the maze, which will be planted in the spring. They need someone to plow the ground prior to planting.

**Next Meeting:** Tuesday, October 1, 2002 6:30 p.m.

**Adjourned:** 7:45 p.m.