

Jefferson PTO Meeting Minutes, November 8, 2011

Attending: Terri Guerrero, Christine Amsdill, Carrie Sanford, Gretchen O'Brien, Michelle Olsen, Ms. Bauman, Ms. Biasell, Ms. Kraft, Tracy Allan, Lisa Cobb, Katie Osorio, Louisa Monger. Total: 12

Meeting called to order at 6:30pm

- **Welcome:** Terri Guerrero began the meeting with introductions of all present.
- October 11, 2011 minutes were reviewed and approved
- **President's Report:** Terri listed events that have taken place since our last meeting: School pics, eScrip Back to Schools, OPI/NatureBridge trip, Fun Run and Pacific Science Center Blood and Guts visit. All these events were successful.
- **Treasurer's Report:** Terri presented the financial reports. They were reviewed and approved.
- **Principal's Report:** Mrs. Olsen discussed an upcoming parent survey that will be sent home with students shortly. This survey will be in regards to parent/teacher conferences asking feedback from parents. The survey takes about 10 minutes. Mrs. Olsen encourages and wants feedback. Please drop off completed surveys in office. Survey results will be given to the community as this survey applies to the entire school district. Mrs. Olsen also extended her thanks to the PTO and stated that the students have enjoyed all the events thus far.
- **Committee Reports:**
- **Fun Run 2011** netted \$1874.13 for the PTO! Thanks to Christine Amsdill for coordinating and thanks to the volunteers who helped with the event! Although we did not reach our goal of \$3000.00, the event went well. Awards for the Fun Run were given out on Wednesday, November 2nd.
- **School Pics:** final orders have been submitted and were extended through October 21st. We made \$2535.00 from this event! School pictures should be delivered next week. Retakes will be scheduled after Winter Break. Michele Hayman will also take pictures of students who were absent on picture days at that time. Mrs. Olsen asked that PTO include a thank you note to Michele Hayman when we send payment.
- **eScrip Back to Schools** event garnered over \$5200.00...more than \$2000.00 than last year! We should know by December if event will run in the Spring. Huge thanks to Katie Osorio for volunteering to head up Spring receipt drive should that take place.
- **Pacific Science Center** Science on Wheels Blood and Guts took place on Wednesday, November 2nd. Students enjoyed the exhibition thoroughly.
- **Unfinished Business:**
- **Friday Food Bank** is back! Beth Crabb is heading this up, thanks!
- **OPI/NatureBridge** slide presentation was given by Ms. Bauman. The trip, for 6th graders, went very well! Ms. Bauman stated that this trip will tie in nicely with the 6th graders Spring science kit. Ms. Bauman expressed her thanks to the PTO and all the support staff who went on the trip. All 44 6th graders attended the trip and have written the 5th graders letter getting them excited for their impending trip. An article about this trip will be coming out in *Visions*, the school districts' magazine publication. Due to a last minute adjustment, the PTO owes \$147.00...motion was made and approved to pay this amount.
- **New Business:**
- **PTO Bylaws:** Carrie spoke and handed out copies of our existing bylaws, which are general operating procedures for our PTO. We need to put together a committee to look at these bylaws, which haven't been updated since 1999. Carrie will be heading up the **Bylaw Revision Committee** and is looking for volunteers to be on the committee. Next month the committee will present a proposal of revisions, in January there will be discussion about these proposed revisions and in February there will be a vote to approve these revisions and amend the existing bylaws.

- **Pastries for Families** will take place on Wednesday, November 16th at 7:30am. Tina Gallon is leading this event, thanks!
- Popcorn Day will begin on Friday, November 18th. Thanks to Tracy Baker for being in charge of popcorn. Carrie will take care of the cash box for this first Friday shift.
- **McTakeover** will take place on Wednesday, November 30th from 6:00-8:00. We do have coupon books for sale and flyers have been sent out. This is a joint effort between teachers and volunteers. Let us know if you would like to help!
- We are looking to change banks. We currently use Bank Of America, but due to increasing fees we are looking for switch to First Federal, a local bank. They have no deposit fees/no minimum balance fees and only a \$5.00 returned check fee. BofA will be beginning to charge for number of deposits made as well as minimum balance maintenance. Start up cost of switching to First Federal is \$97.00 for checks, deposit book and endorsement stamp. Motion was made to switch to First Federal for our banking and motion was approved.
- eScrip deadline to renew cards was November 1st. You can go online and register your Safeway card for our school to receive money. Only 20 out of 147 families have renewed their cards thus far. Terri is researching other ways to encourage people to renew/sign up.
- Mrs. Olsen asked if the PTO would be able to again purchase **Christmas Dinners** for families in need. They would be purchased from Safeway and the cost should not exceed \$700.00. Tracy Allan mentioned exploring Albertsons as a less costly alternative. Motion was made for up to \$700.00 for dinners to be purchased in December by Mrs. Olsen. Motion was approved.
- PTO camera- a request was made to purchase a digital camera that would be available for school events. Terri researched and estimated that the cost of a new camera with case and 8GB media card would be approximately \$215.00, including tax and shipping. Motion was made and approved for purchase of camera.
- Ms. Kraft asked for the PTO to cover transportation costs for the 4th graders to visit the Fish Hatchery in November. Motion was made for up to \$300.00 to cover cost and was approved.
- **Scholastic Book Fair**- Tracy Allan requested help for these specific dates: Friday, December 2nd around 2:00 for setup (need 2 volunteers); Tuesday, Dec 6th (1 volunteer) and Wednesday, Dec 7th morning (need 1 volunteer) and afternoon (need 2 volunteers).
- **Homework Club:** Ms. Biasell asked if PTO could subsidize snack purchases for the club, which is comprised of 18 students. Motion was made and approved for annual allotment of \$300.00 for snacks.
- Thank you to Tracy Allan for the suggestion box!
- Thank you to Leslie Briggance for making copies!
- Thank you to Beth Crabb for Friday Food Bag organization!
- Please visit our PTO bulletin board for information on events.
- Our next meeting will be held on Tuesday, December 13th at 6:30pm.
- Meeting adjourned at 7:31pm.