

## Minutes of the Meridian PTO

Wednesday, August 8th, 2011

Stillman Valley, IL

This meeting of the Meridian PTO at Highland Grade School was called to order at 6:02pm.

Board members present included: Jason Drake (President), Dawn Clinton (Vice President), Melissa Lewis (Secretary), Cindy Raimer (Treasurer), Heather Wallin, Heather Drake, Principal Mike Coulahan, Superintendent Bob Morelan, Monroe Center teacher reps; Jennifer Tucker, and Teresa Eden. Parent members present, Joy Kohler, Susan Peterson, Joe Eden, Chris Kovarik and Christy Forcier. Not present: Kari DeRosso.

Jason Drake thanked past President Laura Teno for helping with transition in training, welcomed our new Superintendent Dr. Morelan and thanked him for helping us acquire the resources needed for our schools, and Heather Drake for keeping the community informed with updates on our new Facebook page; facebook.com/Meridian PTO. He also mentioned that as a PTO board, we keep our objectives clear, by promoting unity, improving effectiveness with our educators and administrators, challenging the status quo, and looking to update our by-laws to be more modern.

### 1. Old Business

- A. The June 2011 minutes were reviewed by the PTO and Cindy Raimer made a motion to approve with changes noted. Heather Wallin seconded, all in favor, motion passed.
- B. *Treasurer's Report*-Cindy Raimer has ordered three (3) smartboards for Monroe Center, delivery set for the week of August 13, 2011. Of the \$10,000 budget, \$3,000 was allotted for the smartboards, the other \$7,000 for teacher stipends. The reserved \$20,000 is for approved budget items to be discussed at the September meeting. Cindy also notes that the accountant we use was not aware of the filing rule for bingo (we need a local license) and is searching for a new accountant who is currently with Valley Covenant Preschool. There are three (3) outstanding checks to teachers that have ended up lost and we will ask for a waiver from accountant and re-issue them. Cindy has also been trained to make 'all calls' for both schools.
- C. *Committee Reports*
  1. Raffle- Melissa Lewis made a motion to approve the purchase of 2000 raffle tickets for a total of \$95. Dawn Clinton seconded, all in favor, motion passed. Ogle County Life, Stillman Bank and Davis Junction branch will advertise raffle tickets for sale. Dawn Clinton made a motion to approve \$150 for incentives for top seller. Heather Drake seconded, all in favor, motion passed. Raffle ticket wording is being looked at by a lawyer, with raffle letter to be sent out by the September meeting. Many parent/teacher comments from; keeping incentives family-oriented, staying local, offering additional prizes for over-achievers-(such as Dells or Kalahari packages), offering kids movies at AMC, or renting a limousine to take kids to dinner.

2. Room Moms-Heather Wallin wanted to take pressure off parents with organized folders so parents can share duties. Looking to get outside donations for themed baskets and asking parents for \$2.00 per student to go towards baskets. Mr. Coulahan mentioned inviting Kindergarten from Monroe Center to attend Highland's Bingo night. Jason Drake mentioned having kids pick their class theme. Family Fun Night TBD.
- D. *Spiritwear* – Cindy Raimer and Dawn Clinton are looking into new designs, ladies wear needs more/different 'bling'. Looking at 'performance' tees for boys, working with Tease salon with red feathers and hair extensions, to be offered at Open Houses. Jason Drake gave August 15<sup>th</sup> as the date that new designs are to be ready and August 24, spirit wear to start being sold, and Holly with Cornerstone Embroidery is working on new designs. Drawstring bag was mentioned as possible new item.
- E. *School Kidz*-Cindy Raimer made a motion to approve School Kidz as our supplier for pre-boxed school supplies for the 2012/13 school year. Heather Drake seconded, all in favor, motion passed. Kim Rippentrop has new contract, and if we order next year's kits by end of August, we receive a 10% profit plus additional 4% for forms being turned in on time. Many parents have picked up this year's kits already.
- F. *Fall Fundraiser*-Dawn Clinton is working on getting At Home America/Tastefully Simple order forms ready for October<sup>6</sup> distribution. Orders should be in before Thanksgiving, with orders being sent direct to buyer's homes. Based off past year's fundraisers, approximately 9 items were sold per child, with 38% participation. PTO looking at sponsoring a 'Rockin' Dance Party, among other incentive prizes, with decisions to be made at September meeting.
- G. *Volunteer Database/School Directory*-Cindy Raimer mentioned that the school secretaries are typing up the school directory. An 'all call' will be placed early August to let parents know to give information for publishing. Mr. Coulahan will check class lists for changes.
- H. *School Reports*-Highland-Mr. Coulahan finalizing plans for the first day of school, including checking leak in ceiling, striping parking lot, and new wood chips on playground. Mr. Coulahan wanted to know about his budget, and if it was going to be approved by the board. Jason Drake stated that we need equitable balance for funding grade levels and library to justify what is asked for, and that included the principal's budgets as well. Monroe Center is getting classes ready!
- I. *Grade Level Reps*-All reps are to contact teachers and meet them in person by the week of August 15<sup>th</sup>, to get feedback and to make sure teachers are aware of stipends and their Christmas in September wish lists to be completed for September meeting.

## 2. New Business

A. Kindergarten meet and greet-Scheduled for August 15<sup>th</sup> at 3:00pm. Heather Drake has information to share with parents including PTO meeting schedule, volunteer sign up, spirit wear, room moms, etc.

B. Open House-Monroe Center: August 24, and Highland: September 8.

C. Christmas in September-Regular PTO meeting moved to September 26, 2011 at Monroe Center.

D. Muster Day-In the past, \$1000 has been funded to cover the cost. Parent participation is questioned, since there has been difficulty with getting parents to help, maybe have 4<sup>th</sup> grade parents volunteer? Heather Drake is to meet with the 5<sup>th</sup> grade team to ask for help. All agreed on funding it this year, budget TBD. Motion to adjourn made by Heather Drake, seconded by Cindy Raimer, all approve, motion carried. Meeting adjourned at 8:12pm.

Respectfully submitted by Melissa Lewis.