

MSAD #51 PTO
Meeting Minutes
September 8, 2009

7:00pm

MIW Library

Attending: Vickie Bell, Katie Campbell, Stacey Carlson, Lalla Carothers, Linda Collins, Kelley Craig, Dava Davin, Heather Giandrea, Bethany Hanley, Carol Lambert, Mori LeFevre, Rebecca Moody, Maureen Morrone, Gloria Nicholson, Sara Perfetti, Sue Pynchon, Jen Rohde, Sarah Russell, Amy Saffian, Jennifer Segal, Tracy Silverman, Tricia Small, Beth Smith, Tyra Tarbox

1. Call to Order and Introductions

Heather called the meeting to order at 7:12. We were a large group with many new faces. We introduced ourselves and our motivation for being involved in the PTO.

2. Mission Moment

Gloria read from the most recent *Drs. Sparrow and Brazelton* column regarding parent involvement in schools. The article states that children do better academically, extra-curricularly, and behaviorally, when their parents are active in their school. We are sending an important message to our children when we make their education a priority for ourselves.

3. Volunteer Opportunities and Q&A for New Parents

Through several summer sessions, the PTO reviewed and redefined its mission and goals, making sure we remain aligned with state, district and building goals. Our focus will remain on educational enrichment that supports curriculum, as well as communication with an emphasis on fostering cooperation between students, parents, teachers, administrators, and the community in MSAD#51. Gloria and Heather have met with district administrators and confirmed that we are aligned, and also informed them of out-of classroom volunteer opportunities. Below are listed the opportunities, several of which are new:

Cultural Competency Committee

The Cultural Competency Committee was created to oversee activities that have already begun such as *No-Name Calling Week*. The CCC will take responsibility for *No-Name Calling Week*, coordinating activities and volunteers and creating additional ways to celebrate it.

Green Team

The group will be involved in recycling and environmental education. Potential projects include swapping incandescent bulbs for compact fluorescent bulbs in school buildings, and enhancing and streamlining existing recycling programs.

Let's Go

This is a United Way program that was implemented to a limited extent in GMS and Drowne Road School last year. *Let's Go* promotes healthy lifestyles within families. It's based on "*5210 Every Day*". Each day you should: Eat at least **5** fruits and vegetables

Limit screen time to **2** hours

Engage in **1** hour of physical activity

Drink **0** high sugar beverages

MIW Recess Volunteers

MIW staff really appreciated the volunteers on the playground last year and would like to continue with it. We hope to schedule a training sessions with Mr. Stanley where he will show volunteers what the kids are playing in gym, so volunteers can organize and supervise appropriate and fun recess games.

NYMS Garden Club

The garden club was created by an enthusiastic parent who loves to rake, weed and mulch flower beds. Louisa Wickard, LBWickard@gmail.com, is asking for volunteers to join the first Tuesday of each month (weather permitting) to help beautify the grounds of North Yarmouth Memorial School.

An important tool to achieve success in these efforts is CommunityDialogue51. Established last spring, CD51 is an open and constructive forum where citizens can become informed, inspired and involved about educational topics affecting the Cumberland and North Yarmouth communities. The mission is to help facilitate and cultivate strong working relationships between parents, teachers, administration, business, volunteers and other non-profit groups. Anyone interested in becoming a member should send an email to CommunityDialogue51-subscribe@yahoogroups.com.

It is also important to have a Room Parent who will act as the contact person for the PTO, for all K-5 classes. The K-5 administrators agree and will support us in recruiting Room Parents for each K-5 classroom.

4. Approval of June Minutes

Vicki motioned; Linda seconded; minutes were approved.

5. Old & New Business

- **Approval of 2009 -10 PTO Handbook**

Proposed changes to the Handbook were e-mailed to members prior to the meeting. We briefly reviewed the changes, most of which reflect our new status as a 501(c)(3) corporation. We also debated and changed some wording in Article 3 Sec. 1. Originally a fundraising dollar amount was specified. We changed it to read more simply, "Raise funds to support our mission."

- In the interest of keeping monthly PTO meetings (when there is no presenter) to one hour, Heather requested that committee reports be e-mailed to board members prior to our meetings so that we can use our time together for Q&A instead of presentations.
- Sara asked for assistance videotaping the next School Board meeting because she has a scheduling conflict.
- The School Board is looking for people to join the Communication Committee. Interested parties should contact Karen Campbell, kcampbe6@maine.rr.com, on the School Board.

6. Committee Reports

a) Treasurer

Kelley, who has passed her Co-Treasurer responsibilities on, provided us with one last updated budget. We began the 2008/2009 year with unencumbered funds greater than \$11,000.00. Our intention was to lower that number, and we did. We will begin the 2009/2010 year with only \$5,344.01 in unencumbered funds. The reduction was due in part to our paying two years dues to Ruth's Recyclables in one budget year. Co-Treasurer Carol suggested that in addition to the safeguards already in place, we have at least one of the Co-Treasurers available whenever a large amount of money will be collected or counted.

Carol Lambert's post meeting comment – The requirements to provide a receipt is for a \$250.00 donation, not \$25.00. This most likely will not be an issue for the PTO. It would be our choice as a marketing or PR item if you choose to acknowledge donations less than \$250.00 but is not a tax requirement.

b) Events

Bus Driver/Custodian Appreciation Day is our first major event, and the Events Committee is recruiting help. The first Family Night Out has been scheduled and options are being explored. All of the district happenings are already compiled and printed on the District Calendar which is available through the Arts Alliance for \$15.00. All interested in calendar should contact Margo Harrington, margolkh@maine.rr.com to purchase a copy.

c) Fundraising

Friday is the kick-off for our biggest fundraiser, the Sally Foster sale. The sale will run from September 11-September 25. We are hoping to have the order placed by October 15th. The Fundraising Committee will set a "tally" date for mid-October and possibly late September as well. They will be looking for volunteers to help.

d) Publicity

No update.

e) Enrichment

The Enrichment Grade-Level Coordinators and Building Chairs are looking forward the Sally Foster Fundraising Tally so they can get an approximation of how much money we'll have to spend per student this year. An estimate will be available early October with a firm number to follow.

f) Secretary

No update.

g) Co-Chair

No update.

7. Questions and Comments

- ❖ The MSAD#51 PTO now has a Facebook account. Facebook is another medium for members to keep abreast of what's going on in the district.
- ❖ As a Grade-Level Enrichment Coordinator, Tyra produced a very helpful binder containing important Enrichment information. Tyra's hope is that all Enrichment Coordinators as well as each PTO Board Member will consider creating, or contributing to a book so that we may build on the work that our predecessors have done and not have to re-create, or re-discover information each year.
- ❖ Regarding donations to the PTO, we will be sending a "Thank-You" letter to anyone who donates to the PTO, which can be used for tax purposes. Legally, we are not required to acknowledge donations under \$25.00, but decided it was appropriate to express our gratitude to anyone who donates any amount.

8. Adjournment

The meeting adjourned at 8:52pm.

Respectfully submitted: Maureen Morrone, Co- Secretary, September 18, 2009.