

Devon Elementary School PTO Meeting Minutes

April 15, 2009

In attendance: Evelyn Shreve, Susan Drennan, Stephanie Thibault, Dr. Tobin, Francie Rosato, Kelly Lee, Nanette Chappellear, Sheila Czepeil, Karen Friedman, Lauren Baran, Susan Stuber, Brenda Hess, Cathy Rains; Lisa Salamone

Welcome

- Evelyn brought meeting to order and March's meeting minutes were reviewed and approved.

Principal's Report: Dr. Tom Tobin

- Many things coming up on the calendar:
 - Tomorrow is visiting author day
 - Next week is TV Turn Off week. The results of a survey given to kids for what they do when they are not watching TV/playing video games will be in the Dispatch
 - The 22nd is Earth Day. The kindergarten celebrates with numerous activities related to ecology and recycling
 - There will be the science PSSA for 4th graders on the 28th and 29th
 - We have Arts Express Week coming in May. The middle school band will be playing on Wednesday along with various other artists.
 - Handels Spirit Day is Wednesday May 6th. All ice cream bought that day between 3:30-8:00 will provide some proceeds to the Devon PTO.
 - The following week we have the first grade zoo trip. Third grade goes to Pennsbury manor, 4th grade goes to Hagley Museum
 - The Spring Concert comes up in May as well with a concert at Devon Manor on the following day. The kids bring cheerfulness to the residents and learn to speak with seniors.
 - 19th of May has the volunteer appreciation tea at 10:30 am
 - May 21st will be Staff appreciation breakfast hosted by the PTO
- A question regarding next years calendar: Has the calendar been set for next year? Dr Tobin says that they are about to set the calendar.
- Thanks to Evelyn! The swings are finally up after lots of little delays.

President's Report: Evelyn Shreve

- Evelyn discussed the swings. She thanked everyone for approving the additional funding and talked about safety concerns. Do we need setbacks on either side of the swings? If the school is not interested in putting money towards making those corrections, we may need to do that. The current swing is not in violation of a safety standard, just not in compliance with the recommended guidelines. The

swings near the school cannot be corrected as it is too close to the building but the new swings could use a larger and deeper mulch bed. There was a massive amount of mulch required. If there was a border, the mulch would be better contained. The standards came out after the original equipment was installed so we are now just considering the newer installations.

- Evelyn passed around thank you letters from 4th graders thanking the PTO for the PSSA snacks.

Vice President's Report: Kelly Lee

- Kelly is pulling together the slate for the next years PTO. The proposed slates is as follows:
 - President: Kelly Lee
 - Audrey Kese – Vice President
 - Cathy Rains – Treasurer
 - Gina DeFlavia – Assistant Treasurer
 - Lori Piccone – Secretary
 - Elaine Klinger – Fundraising
 - Brenda Hess and Coleen Hillman Co- VP – Social Functions
 - Linda Murray – Cultural Arts
 - Stephanie Thibault – IAP
 - Francie Rosato – School Services
- On back of Capri Sun, Kelly noticed that Capri Sun has a program to recycle the Capri Sun drink juice pouches and she thought about leaving a recycling bin in the cafeteria for the pouches. This will go along with Earth Day. Just the pouches, not the boxes. They will take any brand of pouch. Capri will give 2c. per box. Would a class sponsor this? This will be promoted as a way to be green and not as a way to raise funds.

Treasurer's Report: Stephanie Thibault

Please see attached Treasurer's Report. The treasurer's report is also available on our PTO web site. Stephanie reminded the Board that the Devon PTO is not Pennsylvania Sales Tax Exempt, so if a vendor asks whether to charge the PTO sales tax on an item, please tell the vendor to charge us sales tax.

- Highlights:
 - still waiting for additional PSSA snack reimbursement of expenses
- Stephanie brought up another consideration regarding the shirts for arts express week. Would we want to buy shirts for teachers? It is something we have never done. If any teacher wants a shirt, would we consider buying them for the teachers? Instead would we consider a Devon Teacher shirt that we could give them for Teacher appreciation day that they could wear to spirit days and other events as well beyond Arts Express week.
- Evelyn stated that the budgeting process is well under way and a meeting will be held next week to finalize budget. If anyone has any changes and additions, please send them in now. A big thanks to Stephanie for her work on the budget.

Cultural Arts: Lauren Baran

- Lauren stated that we have our visiting authors day tomorrow
- We are knee deep in arts express planning
 - We have put together the final matrix schedule for how the performer will work with each class
 - Grade 4 will have 45 minutes per day one in choral and one in percussion the remaining grades will have 30 minute sessions
 - The TE middle school will be performing on Wednesday
 - There will be other performers during the week. Some during the day and some upon arrival at school each morning
 - Barb Wiegand is in charge of decorations
 - Every student will get their own drum to decorate and they will be hung in the hallways
 - Kindergartners are involved in arts express week but on a limited basis. They will see the assemblies and we will grab the artists to move down the kindergarten hallway when available. This is mostly a 4th grade residency but we hope to touch the kindergartners and other grades as much as possible.
 - We are trying to rent a drum set at the moment. Other performers are being asked to perform
- Dates for next year's schedule are in process.
- Lauren has a meeting planned tomorrow for Arts Express Week

Fundraising: Elaine Whiteman Klinger in absentia

- The two upcoming fundraisers are spring fair and friendraisers
- Spring fair-
 - Sheila has sent out over 70 letters thanking sponsors. These solicitations included art work from her children.
 - The classroom basket. Each classroom is assigned a theme and the children will bring in items that go with that theme. She wanted to give each classroom the option of choosing their theme or collecting money. Instead of the teachers coordinating that, this will be done via the home room parent. Lorann sent an email to the HR moms stating you could chose a theme but it appears most HR moms are not requesting specific themes
 - In the past when kids were getting their prizes it was chaotic. We may give the kids wear a necklace something we can stamp instead of the tickets. It seemed less complicated and kids may then focus on doing a lot of different activities before they get there prize.
 - Should we have a bake sale at Spring Fair? There is so much food on offer and the baked goods went to waste. I will speak with Pacita to determine whether we should limit it, get rid of it or make it an offer at the prize table.

- Contempra will be dancing during spring fair so while people are eating Contempra will perform. Copy of Arts Express performance may also be shown during the Spring Fair while people are eating.
- Sheila giving an update on Friend Raiser.
 - The set up committee may need some help. The neighborhood baskets are looking great. We don't have a lot of big items so we are relying on the baskets to help out.
We believe we have about 90 RSPVs so far. We usually get some last minute push for attendance. It really is the best deal in town for a night out. This is not expensive in comparison to other fund raiser evenings.
 - We need to give the host a tax deduction receipt. They can assign

Social Functions: Karen Friedman

- 4th Grade party will be at Devon Bowling Lanes and is scheduled for June 12 3:45 until 5:15. The kids will get t-shirts as gifts.
- The Spring Concert is underway and includes 3rd and 4th grade performers. All are welcome
- 4th grade yearbook underway. There is a meeting next week and it is coming together nicely. We have requested third grade parents for next year and those volunteers will be coming to a meeting this year to understand the process. We will come in under budget on printing quotes. There will be a CD with a slide show inside the yearbook as well. The yearbooks will be distributed in advance of the party.
- Brenda Hess will co-chair Social next year with Colleen Hillman

Issues, Affairs & Programs: Susan Stuber

- No updates

School Services: Francie Rosato

- No updates. Just working on filling positions.
- We did have nice Kindergarten coffees and while we had limited attendance
- They were enjoyable and informative coffees.

Upcoming PTO Events:

April	16	All day	Visiting Day
	25	7pm-11pm	“Feel the Beat” Friendraiser
May	4-8		Arts Express Week
	20	9:30	PTO Meeting

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15 9:30 am

PTO Meeting

Minutes Submitted by Sue Drennan, March 23, 2009