

Devon Elementary School PTO Meeting Minutes

June 8, 2011

In attendance: Audrey Kese, Tricia Jennings, Tracey Sloan, Kelly Lee, Amy Susanin, Cathy Rains, Stephanie Thibault, Linda Murray, Lorann Wood, Tricia Petrane, Coleen Hillman, Kelly Walker, Lori Piccone, Cindy Krapels, Carli Younce, Sarah Keyes, Heather Hill, Margaret Ruschmann, Cecilia Cooleen, Lauren Forman, Georgann Bernabeo, Elaine Klinger, Tara Owens

Welcome

Audrey welcomed everyone to the last meeting of the school year. Everyone in attendance introduced themselves.

Review and Approval of Minutes

The May PTO meeting minutes were approved. Tracey will submit to Katrina Wester for posting on devonpto.org.

President's Report: Audrey Kese

- *School Gifts Reviewed:* 1. Industrial fans for the gym cost \$6,500 each. We need to find out if they can be installed from a structural standpoint. 2. Stephanie Thibault gave an update about supplying water coolers for the staff next year. Currently, we have 3 coolers at Devon (office, break room and nurse's office). Stephanie researched usage and cost. The cost to the PTO would be approximately \$750/four month period. The board decided not to go this route but will consider alternatives, such as buying a new refrigerator with water on the door or Brita filters on faucets. See attached PDF for a summary of all 2010/2011 approved gifts.
- *Endowment Meeting:* The board voted and approved a motion to forgo interest income from Cultural Arts Endowment Fund back into the Fund. Amy Susanin motioned to approve and Cathy Rains seconded the motion.
- *New Dispatch:* The committee discussed changing the format and decided on an action plan. Kathy Meaney will try Constant Contact over the summer with a free 60 day trial period. If she likes it, the board will vote in September to approve the cost. It costs approximately \$15/month. Stephanie Thibault suggested that the

calendar items in the Dispatch clearly state what grades are involved in the event. For example, it really is the 3rd/4th grade Winter Concert.

- *Outdoor Science Classroom:* Kelly Lee gave an update to the board. The butterfly garden has been planted with native deer and drought resistant plants. She introduced Jen Neely and Sarah Keyes as the new committee members for 2011/2012.

Treasurer's Report: Cathy Rains

- *School Store :* Cathy asked that someone review pricing for next school year. Sales tax needs to be taken into account.
- *Budget:* Because items for The Green Initiative are sold at the School Store or through SpiritWear and the items are not tracked separately for accounting purposes, Cathy Rains will remove the line item budget for The Green Initiative.
- The budget for 2011/2012 was reviewed and approved. Tricia Jennings motioned to approve the budget and Cindy Krapels seconded the motion.

Cultural Arts: Linda Murray and Lorann Wood

- *Dave Fry Rock Roots:* This will be the last assembly of the year. It will be on the last day of school, June 16th. Kindergarteners are welcome to attend too.

Social Functions: Coleen Hillman and Tricia Petrane

- The 4th grade party has been moved to June 14th due to extreme heat.

Issues, Affairs & Programs: Stephanie Thibault

- *School Board Meetings for 2011/2012:* Signup sheet was passed around for people to volunteer to attend a meeting. Afterwards, the person will report back to the board at the next PTO meeting.
- Mr. Stever is purchasing books from his Read Across Devon Budget. Mr. Stever requested that he spend his budget for Read Across Devon throughout the year, and Stephanie let Mr. Stever know that the PTO will accommodate that request.

School Services: Lori Piccone

- Publishing Center is going strong.
- Field Day went well.

Vice President's Report: Tricia Jennings

- On behalf of the entire PTO, Tricia thanked Audrey for a job well done. She also presented a gift from the board.

New Business

- Stephanie suggested that the PTO Board work with the grade level lead teachers to make the School Supply lists less ambiguous. For example, the 2nd Grade School Supply List includes a "standard size" supply box, but that isn't specific enough. It would be helpful if the maximum dimensions were provided.

Upcoming PTO Events:

June

14th ~ Fourth Grade Party

15th ~ Kindergarten last day

16th ~ Last day for Grades 1 - 4