

# Devon Elementary School PTO Meeting Minutes

October 19, 2011

**In attendance:** Dr. Tom Tobin, Tricia Jennings, Amy Susanin, Tricia Petrane, Coleen Hillman, Kelly Walker, Lori Piccone, Cecilia Cooleen, Cindy Krapels, Carli Younce, Margaret Ruschmann, Lauren Forman, Georgann Bernabeo, Brenda Hess, Marisa Campbell, Susan Carlson, Chrissy Bennett, Cindi Overton, Patti Littlewood, Mary Ruth Thompson, Trish Connell, Chris Bennett

## **Welcome**

Tricia welcomed everyone to the meeting including a special introduction to Pattie Littlewood, Coordinator of Community and Volunteer Services for the TE School District.

## **Review and Approval of Minutes**

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

## **Principal's Report: Dr. Tobin**

- International Day of Peace was held on Wednesday, September 21 outside by the flagpole. It was a successful day. We plan to make this an annual day.
- The annual Halloween parade will be on Monday, October 31<sup>st</sup>. AM Kindergarteners will march at 10:30am. PM Kindergarten and 1<sup>st</sup>-4<sup>th</sup> grades will march at 2:30pm. Class parties will also be held. Stephanie Thibault is handling the candy drive.
- The 2012-2013 proposed district calendar will be approved soon. School will most likely start after Labor Day next Sept., with the last day of school still mid-June. Proposed calendar should be online.
- Tami Noel will begin Digital Safety Lessons for grades 3<sup>rd</sup> and 4<sup>th</sup>. The focus is on cyber-bullying. Information will be sent home to parents following each lesson.
- In November, the Olweus Bullying Prevention Program will begin.

## **President's Report: Tricia Jennings**

- Thank you notes from staff members for their \$75 gift cards were shared.
- ***Lingo Kids:*** Will be offered again this year, but will not be sponsored but the PTO. (1)10-week session of 1 hour classes/week will be offered from January 12<sup>th</sup>-March

2<sup>nd</sup>. Children in 1<sup>st</sup>-4<sup>th</sup> grade are eligible to sign-up. The session will cost \$150/student.

- **ARCH:** "Area Residents Caring and Helping" is offering all TE school district families the opportunity to participate in parent-focused webinars at no cost. The 2<sup>nd</sup> Tuesday of each month the discussion will focus on 6-12 year olds. For more info or to sign-up, visit [www.archcares.org](http://www.archcares.org). The next webinar will be Tuesday, November 8<sup>th</sup> from 8pm-9pm. ARCH also has monthly meetings the 3<sup>rd</sup> Wednesday of every month from 9am-10:15am. Lauren Baran is our Rep. ARCH is planning a showing of *Race to Nowhere*, date TBD.
- **T & E Care:** Lori Piccone suggested that everyone go to [tecares.org](http://tecares.org) to get on the mailing list. She is hoping to spread the word on this great organization.
- Sarah Keyes attended September's School Board Meeting. She will report on this meeting at November PTO mtg.

#### **Vice-President's Report: Amy Susanin**

- If anyone needs anything listed on the school sign outside, please contact Amy.

#### **Treasurer's Report: Margaret Ruschmann**

- Account Balance: Total funds available are \$54,800.00. Balance will go up and down as money is coming and going for the next few months.
- We received a merchant rebate of \$457.00 from Target. Green initiative is well received. Cultural Arts is booming. School clubs provided a \$400 profit and Creative Kids processed \$2000.
- Reimbursement Forms: If you need reimbursement, please fill out a Devon PTO Check Request Form available in the PTO Treasurer file in Karen Burns' office. Include all appropriate receipts and leave in the Treasurer file for reimbursement. Also email Margaret at [meruschmann@comcast.net](mailto:meruschmann@comcast.net) and let her know you have filed something.
- Cindy Krapels reminded everyone who has money to turn-in to please give directly to Karen to put into the safe and to email Cindy to let her know you have done so.
- Tricia gave special thanks to Margaret for taking time out of her work schedule to attend the meetings.

#### **Cultural Arts: Chrissy Bennett and Sarah Keyes**

- **School-wide Assemblies/Programs:** Mark Kistler, visiting artist/cartoonist/illustrator is coming tomorrow. He will draw with the kids in the

AM. We need more volunteers from 9:05-10:05. Nov. 17<sup>th</sup> - Patricia Polacco, visiting author.

- **Grade assemblies:** Franklin Institute was here for 1<sup>st</sup> grade - this is the 3<sup>rd</sup> year that they have come to Devon. Kids enjoyed it and we plan to invite again next year. Nov. 3<sup>rd</sup> - Cliff Wright (Beeman) will visit with the 3<sup>rd</sup> graders. Assembly in the AM and workshops in the PM.
- **DELTA Programs:** "Ball in the House," November 4<sup>th</sup>

#### **Fundraising: Georgann Bernabeo and Cecilia Cooleen**

- **Gift-Wrap:** Charleston Wrap was successful. Improvement from last year.
- **Friendraiser:** date is April 21<sup>st</sup>. This is the largest fundraiser for the school. Cindy Krapels will hold a kick-off mtg. in November. Still looking for a location to hold the event.
- **Camp Fair** is January 25<sup>th</sup> / Feb. 1<sup>st</sup> is snow date. Cathy Rains & Amy Susanin are the co-chairs. It's the 25<sup>th</sup> anniversary of the Camp Fair this year. Things will start getting busy in November/December.
- E-scripts and Target do give money back to Devon. Please sign-up for these cards.
- **Annual Fund:** new last year. Letters will come home in November.

#### **Social Functions: Tricia Petrane and Kelly Walker**

- **Fall Festival** - this Friday, Oct. 21<sup>st</sup>.

#### **Issues, Affairs & Programs: Carli Younce**

- **After-School Clubs:** Started this week. Stories & Crafts / Legos have waiting list, Art is full and Recorder is almost full.
- November 1-3 is the Halloween Candy Drive.
- Donated \$150 to T&E Cares

#### **School Services: Lori Piccone**

- **School Directory:** Mary Ruth Thompson reports that the 2<sup>nd</sup> proof is ready for review. Plan to distribute the directory on Monday, October 24<sup>th</sup>.
- **Book Fair** is set for November.

#### **Misc:**

- **Staff Appreciation Lunches** will be provided to all teachers/staff during conferences on Nov. 21<sup>st</sup> & 22<sup>nd</sup>. Info in Dispatch for volunteers.

- Anyone sending an email to all homeroom parents needs to provide a contact phone number.
- The Library needs more volunteers. Please spread the word and contact Mr. Stever to signup.
- Parent Speakers Bureau will be held in December and March.
- Next PTO meeting is Nov. 16<sup>th</sup> at 7pm. This is the only evening meeting of the year. Please spread the word.

### **Upcoming Events:**

#### **October:**

21<sup>st</sup> - Fall Festival 6pm

31<sup>st</sup> - Halloween Parade

#### **November:**

7<sup>th</sup>-11<sup>th</sup> - Book Fair

10<sup>th</sup> - Picture re-take day

16<sup>th</sup> - PTO Mtg. 7pm

### **Cultural Arts Events:**

#### **October:**

20<sup>th</sup> - Mark Kistler (all grades)

#### **November:**

3<sup>rd</sup> - The Beeman (3<sup>rd</sup> grade)

17<sup>th</sup> - Visiting author - Patricia Polacco

#### **December:**

23<sup>rd</sup> -Mother Goose (kindergarten)