

Devon Elementary School PTO Meeting Minutes

Sept. 16, 2009

In attendance: Evelyn Shreve, Dr. Tobin, Audrey Kese, Lori Piccone, Cathy Rains, Stephanie Thibault, Francie Rosato, Lorann Wood, Elaine Klinger, Tricia Jennings, Linda Murray, Sue Butler, Barb Weigand, Amy Susanin, Ann Davies, Yan Dang, Kelly Graver, Jennifer Neely, Cindi Overton, Kathy Meaney, Tracey King, Kelly Gracey

Welcome

- Evelyn filled in for Kelly who was sick.
- Evelyn passed around thank you cards from teachers (for \$75 annual gift from PTO); several other thank you letters from the school district and T & E Cares.
- Introductions—several new faces and moms of young children (1st grade and kindergarten)

Principal's Report: Dr. Tom Tobin

- *Enrollment:* We have many new families this year--up to 526 students.
- *Building renovations:* Six weeks of construction yielded beautiful new classrooms and planning rooms. Thanks to the staff and PTO for shifting and planning. Despite the increased student body, the school remains comfortable and class sizes have not gotten larger.
- *PTO gifts:* Thanks for the TV in the lobby—it's a spirit setter that shows newsworthy events. The new projector in the cafeteria is great. Nine classrooms now have speakers in the ceilings for Smart boards. And the digital piano in the LGR was much needed as the former piano was unsalvageable.
- *H1N1 Flu:* We will give updates at Curriculum Nights. We will follow CDC recommendations for proper sneezing, etc. High-traffic areas in the school will be cleaned thoroughly. Kids should stay home for 24 hours after the flu. If the flu spreads, we will follow CDC recommendation to *not* close the school. We will give updates on vaccines, etc. throughout the year.
- *Healthy snacks:* We ask that all food/treats served in the classrooms for birthday parties, etc. be nutritious and mindful of food allergies. Be sensitive to content and portions. No need for huge cupcakes or giant cookies—kids are eating too many treats. He will take suggestions for healthy alternatives.
 - Jen Neely suggested that teachers challenge students to bring in healthy alternatives; the staff and parents need to work together.

Faculty Guest

- Mrs. Brown stopped in to thank the PTO for the digital piano in the LGR. As a show of her appreciation, she gave us a box of her family's homemade chocolates.

President's Report: Evelyn Shreve (for Kelly Lee)

- *Six-day cycle*: Tim Donovan will be at the next PTO meeting on Oct. 21 for feedback on the 6-day cycle. According to Dr. Tobin, modifications have been made since its implementation: added recess back for 3rd and 4th grade; created Flex Core timeslot for classroom support pull-outs; more consistent, increased math times; better scheduling for language arts and instrumental music lessons.
- *Playground planning committee*: PTO made a gift toward the playground. We now have a long-term Playground Planning Committee (Dr. Tobin, Jane Fisher, Kathleen Bouhdary, Mark Inserra, and Nicole Lohmeyer.)
- *Speakers Series*: PTO would like to sponsor evening meetings with guest speakers on topics such as child-rearing and health issues. Mrs. Bogle is a potential speaker.
 - Homa Tavangar, TE mom and author of “Growing Up Global” is a good speaker and free of charge. TBD.

Treasurer’s Report: Cathy Rains

- *Cultural Arts*: We’ve paid some deposits already; the district approved \$500 in funding.
- *Directories*: We’ve made \$1,100 on advertising.
- *Ice cream social*: An additional \$300 was needed to cover the indoor custodial costs. A motion was made to approve the additional \$300 and it passed. We will revisit next year’s budget in the spring.
- *Treasurer’s Report*: Cathy distributed detailed report as of Sept. 15, 2009.

Vice President’s Report: Audrey Kese

- *Got a Minute Forms*: Forms are in and Audrey is getting names to the appropriate chairs.
 - Cathy Rains suggested that committee chairs contact everyone who volunteered even if they’re not needed.
- *PTO Presidents Meeting*: Once a month all T/E PTO presidents meet; Audrey attended in Kelly’s absence.
 - FLITE will receive a flat donation from most district PTOs for snacks. The PTO’s goal is to affect the most students; FLITE serves only 12 students, but the snack costs kept increasing. Evelyn will talk to Kelly about reconsidering the 2009/2010 FLITE budget.
 - Suzanne Emerson expressed an interest in chairing FLITE. Audrey Kese to follow up with Stephanie Thibault to determine whether annual flat donation will be given for the 2009-2010 school year, or if we need to provide snacks for the homework club for this school year.
- *Multicultural outreach program*: We have 23 languages spoken at Devon--such a program would provide a good service. We should consider a diversity representative from each school.

School Services: Francie Rosato

- *First Day Packets*: Thanks to the Girl Scouts and all who helped assemble.
- *1st grade lunch transition*: Thanks to Alison Hayden for organizing.
- *Homeroom parents*: Meg Robertson has one for every classroom.

- *School store*: On its way
- *Health screenings*: Ronya Hopkins is organizing; only need volunteers for a.m.
- *Picture day*: Kim Wetzel is organizing volunteers for 2-hour shifts
- *Directory*: Sept. 16 is deadline for advertising, but we are behind on ads so try to get a few more in the next day or two.
- *Devon Dispatch*: Kathy Meaney did a great job. The deadline for the next issue is Sept. 18. Dr. Tobin does a final review of the entire Dispatch—no need to submit individual articles to him.
- *Book Fair*: On track
- *Creative Kids* (note cards and notepads designed by kids.) We may add gift tags too. It was decided to continue to just charge the cost. This is not a fundraiser, but a school service. The forms will go home in the Fri. Oct. 2 folders.
- *Publishing Center*: Needs wallpaper books for bindings.

Cultural Arts: Lorann Wood and Linda Murray

- *1st grade assembly*: The Weather Show from the Franklin Institute will replace the previous Rainforest assembly.
- *Arts Express Week*: Costs will increase with more students; we will need to revisit the budget.
- *Author*: Robin Moore charges \$75; we need to find out more information.
- *Assemblies*: We will publicize in the Devon Dispatch that p.m. kindergarteners can attend the a.m. assemblies.

Issues, Affairs & Programs: Stephanie Thibault

- *Mileage Club*: No change
- *New Parent Folders/Mentoring Committee*: Stephanie Thibault met with Sarah Keyes to discuss the New Parent Folders that Sarah has been preparing at the request of Barb Bogle, our former Guidance Counselor. Sarah did a tremendous amount of work to put together folders to provide new families to the area with lots of helpful information. The folders include information and websites on cultural activities, local activities, township sports registration instructions, coupons, etc. In addition, it was suggested that we revisit the idea of a Mentoring Committee that would welcome new families to Devon and act as a resource: we could put an ad in the Devon Dispatch looking for committee members. Perhaps the committee members could work together to produce and maintain the New Parent Folders.

Fundraising: Elaine Klinger

- *Box tops*: Much discussion about how to increase Box Top participation. This is a no-cost fundraiser that has huge earning potential. Some ideas were:
 - Contest for which class could collect the most by Oct. 29—winning class would receive treat/party/etc.
 - Organize a school-wide collection to reach a goal.
 - Dr. Tobin prefers this approach to foster teamwork within the DES community.

--We could put a poster or clear plastic measuring device to show Box Top progress.

[*Note: No resolution was reached—Elaine and Dr. Tobin will meet separately to decide approach.*]

- *Other current fundraisers:* Escrip, One course, and Innisbrook gift-wrap.
- *Friend raiser:* Jen Neely and Cindi Overton will chair this year. Elaine will have a meeting at her house to kick off planning. Date TBD.

Social Functions: Brenda Hess

- *Ice cream social:* Went very well despite the bad weather.
- *New parent coffees:* To be held Oct. 1 & 6; Brenda to check with Kelly.
- *Yearbook:* No chair as of yet; Lorann Wood and Barb Weigand offered to help.
- *Winter party:* Brenda to check with Kelly.
- *Fall Festival:* Barb Weigand is chairing again.
 - Cathy Inserra is running games.
 - We need more dads for crowd control in the gym. Will get names from Got a Minute Form.
 - Barb offered her daughter's DJ services and asked Dr. Tobin if she could borrow speakers. *Barb and Dr. Tobin will discuss separately.*
 - The festival will spread more throughout the school.
 - This is Barb's last year; we need to find a successor. Put an ad in the Devon Dispatch? TBD.

Upcoming PTO Events

September

- 17 7:00 p.m. Curriculum Night—Lower Division
- 22 All day Picture Day
- 24 All day Health Screenings

October

- 1 9:30 a.m. K & 1st grade New Parent PTO Coffee
- 6 7:00 p.m. K & 1st grade New Parent PTO Coffee
- 21 9:30 a.m. PTO Meeting
- 23 6:00 p.m. Fall Festival