

Welcome to Conant School PTO



March 6, 2013 Meeting Minutes

Meeting Commenced: 7:05 pm

Board Members Present: Cathy Gallinger – Treasurer, Marybeth Quaadgras – Secretary, Ranjini Reddy – President, Damian Sugrue - Principal

Parents, Teachers, Community Members Present: Loretta Crumlish – Teacher Representative, Andrea Keenan, Christina Pharo, Mary Tsacoyeanes – Teacher Representative, Joanne Wu

Secretary's Report - Marybeth Quaadgras

The February 2013 General Meeting minutes were approved as written. Damian Sugrue – First Motion to Approve Minutes; Andrea Keenan– Second Motion to Approve Minutes.

Treasurer's Report - Cathy Gallinger

The Balance Sheet (dated March 5, 2013) was reviewed. Our assets include \$100K in cash with \$45.6K in Checking, \$46.6K in the Business Fund, and \$7.9K in the Playground Fund. (Note: The PTO is required to have in reserves the funds to meet organizational operations for one year as we are funding teaching assistant salaries.)

As of this meeting, the approximate net incomes from various events to date were as follows: Craft Fair - \$9300, Direct Appeal - \$6700, Coupon Books \$2600, Logo Sales \$650, and Miscellaneous Income for a total of approximately \$20,100. Expenses were \$24.6K, resulting in a net income of -\$4.4K.

We are looking at running the Coupon Books fundraiser in September when the cycle of the new books begins.

We have made the second payment to the school district for teaching assistants. One more payment for this academic year is due to the district in June.

Festival of Cultures Update- Joanne Wu

The Festival of Cultures Committee is in its four week countdown to the event. The next push is to gather volunteers to help with the event. Focus on the last week will be a push to attend the event. Currently there are ten country ambassadors and ten performances, including a Korean based performance and possibly one with a Russian theme. The festival committee received a grant of \$100 from the AB Cultural Council. The event will be held on Saturday, April 6th from 5:30-8:30 pm at the Junior High with performances starting at 7:30 pm. Ranjini and Andrea recommended passing the event information on to everyone, especially kindergarten and 1st grade families. Joanne will publicize the event at the all school meeting to be held on April 4th.

Ice Cream Social – Andrea Keenan, Christina Pharo

We have \$3K in sales so far. We are close to having the needed numbers of cakes and volunteers, but of course we can use more cakes and volunteers. Advance ticket sales was started this year so as to get people into the event quickly.

Tickets will be redeemed for ice cream and hand stamps will allow people to participate in the games. High school students can volunteer to help out.

With the forecast for snow on Thursday/Friday, if school is cancelled, the ice cream social will be cancelled. If school is delayed, then the ICS will proceed as planned on March 8th. The question is to whether to have a snow date. Snow date would be March 22nd.

Classroom Gifts Update – Ranjini Reddy for Linda Vittum

Many hours have been put in by Linda Vittum and Melissa Hayes in creation of the class gifts. They are beautiful. Canvas photos of the art work will be used as raffle items for the ice cream social and the original canvas art will be offered at the Spring Celebration auction.

It was suggested that the original canvas gifts could be offered for \$75 (canvas cost runs ~\$50 each), and Conant makes \$25. It will take a large effort to prepare the canvases for the Spring Celebration auction. Volunteers and a large space will be required.

PTO Event Planning

Willow Book Night – Ranjini Reddy for Kathleen Little

Willow Books Night is scheduled on Wednesday March 27th 6-8 pm. Teachers will be reading, including Mr. Sugrue.

Light Bulb Sale – Charlene Anestis

The NStar light bulb sale will start on April 1st.

Mr. Sugrue mentioned that his children's school PTO has levels of membership with different offerings at each level. Offerings can include tickets to events, coupon books, etc.

End of Year Picnic - Ranjini Reddy

The PTO will be sponsoring an End of the School Year Picnic to be held on Sunday June 2nd from 3to 7 pm at NARA Park. There is no alternate rain date. The event committee is being organized.

Principal's Update - Damian Sugrue

We are continuing to work on the writing initiative. An expert will be brought in to align it vertically with the curriculum and new standards.

The district safety committee decided that a panic button will be put in each school's main office. The panic button will alert public safety officials. The committee is still discussing the option of locking front doors at the elementary schools. Front doors will not be locked at the Junior High and the High School. JD Head, head of facilities, is looking at a monitoring system that can be interconnected with the high school surveillance system.

Staff changes - Alixe Callen, principal of the high school, is leaving for Seattle. Ed Kauffman, principal of Merriam, is leaving. Barbara Raffa is retiring at the end of this school year. She will be coming back to Conant in the fall and work as a writing consultant.

The question has come up as to what is the viability of the Crier with the Newsflash going out electronically every week. Shobana Sampath is willing to do a survey to understand needs and readership. Newsflash goes out to approximately 470 addresses and at one count, approximately 210 emails were opened. Connect Ed distribution is approximately 670 addresses.

Open Items - Ranjini Reddy

For the 2013-2014 PTO, a list of open positions has been distributed by email. Paper copies will be distributed after the Ice Cream Social. We are considering having a new position, perhaps a corporate liaison chairperson, to interface with companies and businesses. Vice President, Secretary, and Volunteer Coordinator board positions are still open. Ranjini Reddy will stay on as President and Cathy Gallinger will continue on as treasurer.

To encourage family involvement, it was brought up to consider having small group, grade level coffees and/or dinner evenings.

We are going to revisit PTO Spending priorities as the last survey was done in 1992-93. We are still using that priorities identified in that survey.

Meeting Adjourned – 8:15 pm

Next PTO Meeting: Wednesday, May 1st at 9:30am (after Muffins with Mom/Donuts with Dad)