

PLATTE RIVER ACADEMY
PTO Board Minutes
June 8, 2009
Part II

Attendance: Diane Phillips, Nicole Cimbura, Carrie Brill-Heim, Eric Bookman, Susan Klee, Pam Carter, Crystal Lytle, Dana Ulrich, Shelly Torgerson, Dr. Stueven, Debbie Montelli, Cindy Osoro, and Liz Leonard

Meeting called to order at 7:07 pm.

1. New Business

- a. Election of Officers for the 2009-2010 School year
 - i. Nicole Cimbura was re-nominated for President, Pam Carter and Debbie Montelli were nominated for Vice President, Eric Bookman for Treasurer and Crystal Lytle for Secretary. After a ballot election from all the attendees, Nicole remains President, Pam as Vice President, Eric as Treasurer and Crystal as Secretary.
- b. By Laws were passed out and requested to be reviewed before next meeting. Any requests for change will be discussed at the next meeting.
- c. Conflict of Interest – all board members were asked to review and sign the PTO Conflict of Interest. All Board members will receive a copy. Secretary will have signed copy on hand.
- d. Upcoming meetings
 - i. It was determined that meetings will remain the 2nd Monday of each month at 6:30pm for the upcoming year with each meeting to last a proposed 2 hours.
 - ii. The August meeting has been moved to **August 17th** due to back to school functions (picnic, registration, etc.)
- e. Registration / New parent Mtg / Back to School Picnic
 - i. Registration days are July 30th 5:00-8:00pm and July 31st 7:00-10:00am. PTO board members need to sign up for PTO table (sign up sheet see Nicole) PTO table lets families know what PTO is about, what fundraisers PTO does, how to get involved...
 - ii. New Parent Mtg is August 10th from 4:00-5:00pm
 - iii. Back to School Picnic is August 10th from 5:00-8:00pm
- f. Budget for New School year needs to be reviewed. Some committees expressed need for more money in their budget. Diane brought up in the by laws the “Plan of Work” that should be submitted by each chair person for a budget to be set and approved. (pg.10 article 6, sect. 3). After discussion, it was proposed that this would be addressed in the “by law” discussion in the next meeting. Then Susan proposed to take time to think about what everyone would need (after talking to committee chairs) and then come back next meeting with more information. Everyone agreed.

g. New Fundraiser ideas

- i. Carrie proposed to start Coke Rewards to get free equipment for the school. It is individual family effort for families that purchase Coke products to go on line and enter the rewards number and put it towards PRA. Dr. Steuven cautioned the nutritional factor of soda and children but agreed families buy the Coke. Carrie asked to chair this fundraiser and get it started. Crystal moved to approve this new fundraiser, Cindy seconded the motion and it unanimously passed.
- ii. A Fund Donation Account was brought up to PTO. Does PTO want to have a donation fund where parents can give money in lieu of fundraising. Cindy said that past experiences seem that we can't do both the fundraising and donations together. Most felt to keep fundraising going and not to do donation account.
- iii. Diane brought up the 5k Run walk as a Social event for 2009/2010 not as a fundraiser for possibly in September/First week of Nov 1st (Sunday). Pam motioned to approve the 5k with Diane as the Chair person. Debbie seconded the motion and it unanimously passed.
- h. PTO Renewal and Insurance was renewed last month by Nicole. It was done by Nicole without notification because it needed to be done to receive a \$50 savings. Everyone agreed and was fine with her decision.
- i. Fund Requests for this month were from Mrs. Gambill for 3 hole punches, electric pencil sharpeners, and teacher helpers magazine. Cindy moved to approve this request. Pam seconded the motion and it passed unanimously. Also, Laurie Hood received a check for teacher birthdays in the amt of \$236.65 from 2005. She misplaced the check and came across the check recently. It was a reimbursement check never cashed. She has since asked PTO to reissue the check to her. Susan moved to pay Laurie Hood the amt of \$236.65, Cindy seconded the motion, and all were in favor.
- j. Office copier was addressed that PTO paid \$1000 (paid \$500 twice previous yr and this yr) Dr. Steuven will talk to Jackie to see if that is enough money or if more is needed after checking copy counts.
- k. Pancake Breakfast was proposed for 1st day of school for all the kids and families of PRA. Date was discussed for possibly Aug 12 -14th or the first dress of choice day or first Saturday. It was agreed that PTO would have a Pancake breakfast but the date TBD and would be tabled for now. Nicole moved to approve the Pancake breakfast, Pam seconded and passed unanimously.

2. Committee Reports

- a. Bake Sale- Nicole to take over
- b. Box Tops – Remain as Debbie

- c. Grocery/Scrip – Pam to take over
- d. Hospitality- Remain as Crystal
- e. Hot Lunch/Milk – There had been questions about trends in vendors, looked at interest in catering company. Tested the food and going to try a company 1 day a week. Still no milk contract yet.
- f. Middle School – Remain as Debbie, Joan Gilmour to be 8th grade Chair. Debbie would like to find a fund raiser for each grade to “grow into”
 - i. Liz Leonard came to represent 8th grade and ask for the Entertainment books to go back to them for fundraising. Originally was set an 8th grade fundraiser but “got lost” in the years. Eric moved to give Entertainment books back to 8th grade, Debbie seconded and it passed unanimously.
- g. Peach Sales – Shelly to take over
- h. Restaurants – Nicole to Remain - Baskin Robins sometime in September
- i. Sally Foster – Shelly to take over – question on where money should be allocated – determined as a board decision but Mr. Barber and Dr. Steuven should bring back suggestion to next mtg.
- j. School Supplies – Cindy to take over
- k. Silent Auction – Some concern on how much money was left in account, but it was addressed that there are plans for the money. Also, it was expressed that there is no interest for another auction this upcoming year
 - i. SPRING FUNDRAISER TBD
 - ii. Money earned from auction to go toward a pavilion possibly
 - 1. Debbie reported on research .of 4 possible locations for a pavilion. 1. outside first grade, 2 40x20 slab outside by carpool, 3. 12x12 by swings 4, by the basketball courts/steps. Pavilion has 15-20 yrs of life. Uses for shade, outdoor classroom, parties, etc. Trying to bid with Metro District to partial pay since the district will get benefit of pavilion as well. Debbie received bid for landscape and pavilion costs. Varies depending on size and location. Per Dr. Steuven, will need to get approval from governing board for final decisions.
- l. Social – Dana to take over – plan is for 4 events this year
- m. Spirit Clothing – Remain as Crystal
- n. Student Directories - Nicole to Remain – It was proposed to sell advertisements in the directory for the 2010-2011 yr as a fundraiser. After brief discussion most felt this was a great opportunity for all involved so Pam moved to sell ads in the directory. Crystal seconded the motion, all were in favor.
- o. Used Uniforms – Cindy to take over – Jamie Sitarz is the new committee chair for this and is storing all uniforms.
- p. Teacher Grants – Susan to remain – it has been decided that teacher grants will be \$350FT per teacher licensed staff, prorated per teacher by hours.

- q. Bulletin Board – Pam will take over – for back to school, will post list of fundraiser that PTO does to clarify and address what PTO vs. the other entities of the school.
3. Principal's Report – Dr. Steuven reported that the district survey went out regarding charter schools and that everyone should take the time to fill it out. The Board would be meeting on the 16th. Also the Governing Board would be meeting on the 16th as well.

Teacher/classroom updates for the following year: Mrs. Depinto will be teaching k-3rd so Mrs. Burke can focus on 4th -8th. Also, 6th grade will have the opportunity to take French. Mrs. Hunt will not be returning as well as Ms. Kristofferson and Ms. Gray. The New 1st grade teacher will be Jessica Martinez from Woodrow Wilson Charter School. Things are in the works for the replacement for Ms. Kristofferson who went to teach music at Cherry Creek.

The next meeting is scheduled for July 13, 2009 at 6:30pm. No further business to be discussed. Meeting adjourned at 10:12pm.