

**Sister Lakes Elementary PTO
Meeting Minutes
October 8, 2009**

The Sister Lakes Elementary PTO met in regular session on Thursday, October 8, 2009 at 6:00pm.

The meeting was held in the library at Sister Lakes Elementary.

PTO Members present:

President: Shantelle Beach
Vice President: Diane Decker
Treasurer: Cecilia Garrelts
Secretary: Michelle Pitcher

Principal: Matt Severin

Teacher: Tara Fletcher

Attendees: Jody Clauser, Teresa Moraca, Nicole Saylor, Robin Schommer

Shantelle called the meeting to order at 6:04pm.

Michelle gave a review of the minutes from the regular PTO meeting on September 24, 2009.

Cecilia gave the Treasurer's report. She stated the account began with \$6,239.48. A deposit for \$98.20 was made from September's Market Day., bringing the account total to \$6,337.69. Shantelle stated that the deposit was less than the \$100.80 reported last month because there was a deduction made for the Market Day give-a-way. Diane motioned to approve the Treasurer's report and Nicole seconded the motion.

Mr. Severin stated that he would like a tally of volunteer hours before each PTO meeting. He also stated that he felt the PTO does not need to make obtaining curtains for the school a priority, since it is more of a maintenance issue. He would rather have PTO funds spent on the students.

The proposed by-laws were discussed. It was agreed that the duty of creating the agenda for each meeting will be the responsibility of the President, not the Secretary. There was also discussion to clarify Section 5 which lists the duties of the Executive Board. The final version of the by-laws will be voted on next month.

The PTO proposed budget for the 2009-2010 school year was reviewed. The beginning balance for the year is \$6388.11. After the proposed income and expenses, it is projected that the final balance for the year will be \$6,053.11. One particular area that was discussed to raise additional money was the bake sales before the music programs. Last year was the first year for the bake sales and it was agreed that the sales need to be more organized this year.

Each teacher will be allotted \$100.00 for field trips. The PTO will retain the right to make decisions about special requests from teachers for specific trips. It was suggested to use some of the bake sale funds to help benefit the music program since it is not included in the field trip allotment. No vote was needed for the field trip requests from Mrs. Kyncl and Mrs. Collins because both trips can be funded from the amounts already allotted to the teachers.

The picnic tables on the playground will be looked at to determine if they can be repaired or if they need to be replaced. The PTO will decide on what to do about the tables once this information has been obtained.

The Boo Fest was discussed in great detail. Some of the topics were as follows:

- The prize selection remaining from last year is limited and more prizes will need to be purchased.
- The Treat Walk will once again have donated goodies. We need to try to get more donations this year.
- It was agreed that the PTO should purchase a haunted house bean bag toss game from smalltoys.com.
- A face painter will be contacted to see if she will be available from 6:30-7:30. Her work can be seen at ajoyfulheartfacepainting.com.
- It was proposed to check into an outside story teller.
- The Girl Scouts will make the ghost covered suckers for the Graveyard Ghosts.
- Many in attendance will be working at obtaining donations for the Boo Fest to help save money this year.

It was suggested to use a gift company for Santa's Workshop this year. All items needed for the sale will be provided, and the products will be received on consignment. A majority of those in attendance were in favor of making the change. It was brought to the Board's attention that Kohl's has a program that can benefit the PTO. If five (5) Kohl's employees volunteer their time and help with an activity, Kohl's will issue a check for \$500.00 to the PTO. The PTO would like to utilize this program by having Kohl's employees help set up for Santa's Workshop since no background checks will need to be done because no direct interaction with the students will be required.

The school's fundraiser will begin on Tuesday, October 13. There will be an assembly at the school on the 13th at 3:20pm.

Harold Schaus contacted the PTO about selling Ramona Roller Rink coupon books for \$5.00 each. He will allow the PTO to keep all proceeds from the sale of the books. It was agreed that the PTO will sell the books at the bake sales and other school functions. Ramona Roller Rink can be rented for \$75.00 for two (2) hours. The PTO will look into possibly using the money received from the coupon book sales to hold a skating party for the school.

The meeting was adjourned at 8:00pm.

Reminder: The next Sister Lakes Elementary PTO meeting will be held on Thursday, November 12 at 6:00pm in the library. The main focus will be Santa's Workshop.

Submitted by Michelle Pitcher