



PTO MINUTES
Wednesday, November 9, 2011
6:30 – School Library

Attendance: Lori Boyd , Colleen Cameron, Kara Childrose , Vicci Cook, Jean Cornwell, Tiffany Dezembo , Tina Miller, Vicki Monahan, Dr. Mugits, Nichole Wilmoth

President: Vicci Cook - Called Meeting to Order at 6:30

Welcome

Officers' Reports

Treasurer: Vicki Monahan – Distributed a detailed report on the following:

Current Checking Acct. Balance, Dispersed Funds, Accts. Receivable

Vicki noted: Accounts Payables: Liberty Ridge, postage/supplies, box top prizes, breakfast for teachers

Accounts Receivables: Fundraising; McTeacher's Night \$467.93, Joe Corbi and Tastefully Simple both are still being tallied.

Secretary: Jean Cornwell

Review of minutes from October 12th

Address Books Update – Address books were distributed and sent home with each class today.

Reporter: Vicci C. noted on the Holiday Raffle – Vicci C., Carla Y., and Mrs. Persons are sending letters out and receiving donations back. See below for details.

Sunshine Committee: Committee took note of the following:

- Mrs. Jacob will be retiring in June. It was agreed the PTO will recognize her at Holiday Concert. Ms. Dezembo will report back on which evening Mrs. Jacob will be present.
- Mrs. LeBlanc and Mr. Zebrowski both resigned from our school district and will be leaving in November.

What Has the PTO Been Doing:

- Box Tops for Education Contest and Collection (Vicki Monahan)
Contest is in full swing. Prizes won by individual students were awarded at morning meeting on October 28th. Vicki M. has made arrangements with Ms. Kirch and Mrs. Littlejohn (morning program coordinators) to continue making award presentations at the end of each month until contest comes to an end which will be February 17th.

Breakdown by grade as of end October:

K – 435

1st – 267

2nd – 1104

3rd – 100

4th – 162

5th – 172

6th – 0

Grand Total – 2240

- Anti-Bullying Assembly and McTeacher's Night (Jean Cornwell)
 - Ronald McDonald assembly was well received by the students and teachers. Ronald spoke on the importance on being trustworthy, character, responsibility and importance of NOT being a bully.
 - McTeacher's night went well PTO profit was favorable.
 - Ice Cream Sundae Party was won by both 4th and 6th grades with 64% student participation. Sundaes were delivered to classes on 10/26.
 - Bagels, fruit and juice were provided on the morning of 10/31 to show our appreciation to our teachers who made our McTeacher's Night a success.
 - Thank you cards and letters sent directly to Ronald McDonald, Mr. & Mrs. Arnott and Eric Thompson at the Watervliet McDonald's for making the assembly and McTeacher's Night possible.
 - Consider doing another McTeacher's Night in the Spring.

- Liberty Ridge Field Trip (Kara Childrose)
Students enjoyed event, the weather cooperated and several parent volunteers participated.
- Juice Pouches – Jean reported juice pouches have been submitted for the October 31st deadline to TerraCycle Company and our points in the value of \$73.72 have been redeemed. Check should arrive at school later this month.

November Events on the 2011-2012 Events Calendar

- Joe Corbi's Fundraiser (Vicci Cook) ended 11/4/11 Delivery 12/15 2:30-4:30pm. Vicci C. reported sales were up from last years' event.
- Tastefully Simple Tasting and Fundraiser ended 11/4/11 (Colleen Cameron). Colleen reported several parents and friends participated in event tasting held on Friday, November 4th. The orders from event have been were processed and she will keep receiving orders for two more weeks.

What the PTO is planning in the near Future:

Santa's Workshop - December 15th and 16th

- Setup December 14th at 6:30pm in school library
- Kara Childrose –Kara will make arrangements with teachers and set class shopping schedules.
- Vicci Cook – Mrs. Peteani has agreed to provide Hannaford bag's for our shoppers.
- Volunteers needed - Flyer will be sent home and posting on PTO facebook page asking for parent volunteers. Each adult workshop volunteer will receive 5 free holiday raffle tickets that can be used during the grades K-2 or 3-6 holiday concerts. Vicci C will contact Ms. Kirch requesting 2-3 sixth graders to assist with younger grades.
- After the last class attends on Thursday, 12/15, items will be packed away for evening holiday concert raffles to be set-up, after concert, workshop will be re-set.
- On Friday, 12/16, Santa's Workshop will be opened until 3:30pm for everyone to shop.

Holiday Concerts Raffles and Bake Sale - December 8th (K-2 Concert) and 15th (3-6 Concert)

- **Raffle Items** – Many letters have been sent out, waiting on confirmations.
To date the following items have been donated:
Hannaford Gift Card, Cohoes Community Membership, YMCA 2 week trials, K&M Uniform, Gus's Hot Dog, Gift Baskets Sensory Candles (N. Wilmoth)

- **Bake Sale** – (Tina Miller coordinator) –

If interested in volunteering please contact Tina at gichic55@aol.com

- **Need 12-15 volunteer bakers** – Tina has a sign-up sheet for those interested in baking for events.
 - *Baked goods may be dropped off in the Main Office any time during the day of event; please label **PTO Holiday Bake Sale***
 - *If your baked good can be easily packaged individually, it would be greatly appreciated*
 - *Any baked goodies made with **peanut and or peanut oil**, needs to be clearly marked.*

Need 1-2 volunteers to set-up and work table at events.

Santa Visit and Holiday Treat for Grades K-6 – Santa to visit student's morning of December 23rd. The committee agreed to purchase Christmas treat baggies for Santa to distribute to each student. Treat baggies to be assembled in the faculty lounge on Thursday, December 22nd at 6:30pm.

Year End Field Trips – Vicci C. provided the below information, to be discussed with informational detail in January/February 2012.

- K-2 Magic Forest, 6/8 (back up plan in case of rain)
- 3-6 Mystic Aquarium
- Bus transportation: Received several quotes, Hunter Motor Coach was the lowest
- Cost will be approximately \$9,500 for both trips

New Business/Closing Remarks/Questions/Adjournment

Tiffany Dezembo – Ms. Dezembo asked the PTO to support a grant application she will be submitting January 2012 to Lowe’s for the music department. The focus of the project is to request funding to make musical instruments. After a brief questions and answer discussion ensued the committee agreed to assist in this project. Currently Ms. Dezembo is requesting PTO’s financials and EIN number for the application submission, Vicki M. to provide information directly to Ms. Dezembo. Funding notifications take place in March.

Meeting adjourned at 7:35.

Next meeting to be held **December 14th**, no business will be discussed; we will be setting up for Santa’s Workshop in School Library at 6:30.

Jean Cornwell
PTO Secretary