

## PTO General Meeting Minutes, February 10, 2015

In Attendance: Curt Frueh, Maggie Barker, Cindy Elliott, Anna Moraglia, Dianna Byers, Heathir Speet, Debbie Webber, Kellie Clow, Carter Herndon, Jodie Lowe, Jill Goodrich, Cyndi Klein, Jennifer Anderson, Ginger Salmon

CMS announcements - Anna M - The school report card letter went out through classroom teachers. We also sent out the letter from Sedgefield and it will go out in the e-bulletin this week. It addresses the difference between Sedgefield Middle and the Montessori Middle (Sedgefield Middle got an F, Sedgefield Montessori Middle got a B).

Grade level reports - Maggie - there is confusion from Ms. Priti that she cannot carry over funds for her conference. Heathir - the monies need to be spent within the year so can someone else go this year? If not, we'll put the monies back into the pool for someone else to go. We need to close out our books so carrying over can be a problem. Heathir will reconvene with Executive Board and let Primary know. Per Maggie, the focus of the conference this year is Elementary and next year it could be something more applicable - so there isn't really a conference for us to attend.

Traffic solutions - mostly morning issues - we have a lot of parents who are dropping kids off where they aren't supposed to or parking and walking their children in. So after this week we are going to do a robo call and use Barney Fife as spokesman, we're going to check over the flier and revise it - and then get volunteers to stand and hand out the flier to people who aren't following the rules. Another issue is that parents are very rude when staff explains the rules to people who are violating them.

Funding for upper el/field trips - Ms. Ayron's class made \$400 in the 2 hour dance (which was split between 2 classes). Heathir set up a Shutterfly account for our school, people can buy things and we get 13% back - can go directly to upper el. Ms. Jocelyn is doing a boot camp so that will hopefully help. Mr. Curt needs one more game night. His 6th grade trip is booked and approved for March, but most other classes are going after EOGs. Curt is not sure how funding is going for the other classes.

Heathir - conference requisition form is on website and available. We've gotten 2 teacher portals that we'll put up soon and let others know - hopefully that will encourage others to create theirs. If there's anything else on the website that you notice that needs to be updated, please let Heathir know.

School logo and colors - the spirit wear chairs have been asked about the colors - 2 springs ago we did the rebranding and new logo, and the logo and colors that were chosen we consider our school logo and colors. We've consistently used them in all of our efforts.

Communications - we've been using twitter more often. If you have anything to get in the e-bulletin, get it to Jodie by 5pm on Tuesday for Wednesday distribution.

The newsletter is coming out at the end of Feb/early March. If you know of any parent that would like to help out, please let us know - we'd love to get more student writing, so someone comfortable with student writing. Can the upper and lower el reps ask their team as well?

Jill's Girl Scout troop built a bridge between our campus and Arbor Lane. We could have students write about that.

Winter village - the middle schoolers were selling items but they didn't sell very much - can we publicize this next year because that is how they raise their money? That may not be a good venue because people are so rushed to get to their classes. Could we have them at the Spring Picnic? We can put it out there to them and see if they want to come for that. Maggie will talk to them about it and put in touch with Heathir.

Yearbook sales are this month, and Montessori Marathon is coming up March 27th, International Spring Picnic is April 23rd. Let Heathir know if you have any ideas for that.

Cindy E - Can we go to workshops or conferences during the summer with our money? Yes, that timeframe is ok.

PTO Funding overview -

PTO had never created a document for outlining all of our funds so we've created one:

(paste here, link here?)

The requirement to submit a plan by Oct. 1 will let us know if we have extra money that may not be spent. It will help us be good stewards of money. If you can't get it to us by Oct. 1, then we need to know by Oct. 1 when you will be able to get us that plan (this allows for conferences that aren't available until later in the year). Always let us know if there is a need for funding above and beyond what is available - because we want to help in any way we can.

Curt - can we have a reminder/calendar set up to remind us that this due date is coming? We will give reminders starting with the luncheon in August and we will put it on the main school calendar as well.

Debbie - Could we write something up that will include the current Primary situation - if there is nothing appropriate to go to, the funds can roll over to the following year. Yes, Heathir will add that.

Joy - in section 2b, we want to make sure that it's Smart Goal 6.3. Yes, goal 6 is everything relating to Montessori. But Joy is wondering if that belongs in Section 1 as well. Section 1 does also cover Montessori so it might need to be moved back.

Need to note that this is subject to change each year. This will need to go out to staff, we need input from staff before this is finalized. This could be discussed at the grade level meetings. Heathir will make the changes we've discussed here then submit to Debbie Webber for staff distribution.

Joy - we do allow rollovers for invest, only based on specific requests.

Debbie W - Could we move the date back a little bit, October 1 is still very early in the school year and we may not be ready to submit. The end of October/beginning of November would be better. Please ask the staff what a feasible date would be - their plan doesn't need to be extensive, just a general idea of what they want to do and who will be going. The foundation of this document is based on good communication so that everyone knows what's going on and when/how much money is needed.

Sometimes you have to wait until the conference agenda comes out before you know if you will want to go. So then by Oct. 1 - staff could let us know, this is the conference that we want to attend but we don't know the agenda, we will update you on X date. Here are the 4 pieces we would need - location, conference name, date and early bird registration cost. The goal is to have effective communication.

Heathir will update the document to reflect the changes we've discussed and send to administration to distribute to staff for review.