

Defer Elementary PTO Meeting Minute

January 10th, 2017

Defer Elementary Library

Meeting called to order: President Becca Ozar @ 7:04PM

Attendees

Megan Bejin, Sarah Coats, Lisa Dougherty, Anne Grobel, Sara Havlik, Janette High, Lindy Holloway, Jessica Kodanko, Brooke Macuga, Sara Martin, Kelley McLean, Becca Ozar, Dani Raether, Kim Rhodes, Lisa Seidel, Emily Summerfield, Kelly Warnick, Heather Wiegand, Kelly Woolums

Introductions: Becca Ozar

1. Introductions
2. Green Squad presentation -Kelly Woolums
 - a. Hoping to have Defer Elementary recognized as a MI Green School
 - i. Have to apply and show how we as a school Reduce, Reuse, Recycle, Save Energy, encourage Environmental Protection and create project or miscellaneous to help kids learn about the earth-putting it into action.
 1. List of activities to qualify
 2. Consider combining PTO event to give credit for Green Squad-example: Walk to School Week.
 - b. Proposal for Earth Dome Presentation
 - i. March 28th, 2017
 - ii. Total costs \$825.00 from reserved funds
 1. Motioned Lindy Holloway, second Jessica Kodanko,
 - a. Approved
3. Request of agendas this month
 - a. Students have requested Green Backdropped Lighting Kit for daily video announcements -\$114.99, shipping included
 - i. Motioned Lindy Holloway, second Kelly McLean
 1. Approved

Secretary Report: Jessica Kodanko and Kelly Woolums

1. November minutes
 - a. Motioned Becca Ozar, second Lindy Holloway
 - i. Approved

Treasurer's Report: Emily Summerfield

1. Copies of Treasure's Report and Defer PTO Budget (to November 30th, 2016) passed out to attendees.
 - a. Treasurer's Report for October and November motioned Becca Ozar, second Lindy Holloway
 - i. Defer PTO Budget approved.

Vice President Report: Heather Wiegand

1. No PTO district meeting in January
2. Looking to fill PTO positions for the 2017-2018 school year
 - a. Hospitality
 - b. Vice President
 - c. Possibly more if positions are not carried on.
 - i. Please let the PTO know ASAP if you plan not to continue your current PTO position
 - ii. Co-chairing is possible
 1. fundraising- looking to co-chair 2017-2018 school year such as secretary this year

Volunteer Report: Brooke Macuga

1. Nothing to report
2. Disability Awareness Day at Defer-March 2nd, 2017
 - a. In the process of looking for volunteers

Fundraising Report: Kelly Warnick

1. Looking for a co-chair for 2017-2018 school year
2. 2017 Fun Run
 - a. Add what we are fundraising for.
 - i. March or April we should create a tentative list of items we are fundraising for each week.
 - b. Tentative date for the upcoming year- Friday October 6th, 2017
 - i. Checking to see if date conflicts with other reserved district events- Homecoming, etc.
 - c. Looking for sponsors to donate kid prizes- kid friendly events, activities and other items for Fun Run prizes.
 - d. Any suggestions for inexpensive kids reward/prize for signing up for Fun Run, please let us know.
3. We should also consider limiting how many fundraising and other PTO events we have at the beginning of the school year September to October. Too many PTO events can be overwhelming for current and incoming Defer Families alike.
 - i. Consider spacing out events over the fall and winter.

- ii. Maybe a “cheat sheet” list of PTO events for parents handed out at back to school nights . Emily Summerfield has so kindly offered to put this together. Thank you Emily!
 - iii. Try in August to get people included and involved.
 - iv. Maybe consider wording of events. Instead of PTO progressive dinner, consider Progressive Dinner sponsored by the PTO.
 - v. Possibly have PTO board members present a short introduction of PTO events to parents in classes at back to school night to encourage involvement on a smaller scale.
- 4. Box tops Contest
 - a. Students will have someone mail in \$1.00 worth of box tops in an envelope with return address and label, Defer Elementary School and their name on the back. PTO Fundraising will enter student addresses and Defer school.
 - i. Prizes for those who gets box tops from furthest away
 - ii. Prizes for participation
 - 1. Sitting on stage during assembly, announcer for morning announcements, maybe something like Dragon dollar winners and other rewarding prizes that do not require purchase.

Membership Report: Lindy Holloway

- 1. Directories
 - a. 130 Directories sent out to homes in November
 - b. 10 printed directories still available for families
- 2. Defer Class T-Shirts
 - a. Office has requested 25
 - i. Proposed budget of \$200 for requested T-shirts
 - 1. Motioned by Kelly Warnick, second Jessica Kodanko
 - a. Approved
 - b. Next year we will adjust the budgets to reflect the additional cost. May be more cost effective if we consider buying a larger quantity for 2 years.
 - c. \$240 raised in membership in November, 2016

Hospitality Report: Kim Rhodes

- 1. Doughnuts with Dragon- March 10th, 2017
 - a. Before school 8 AM-8:20 AM in Gym
 - i. Doughnuts, fruit, coffee, juice and water
 - ii. Allergies free Doughnut Table for those kids with allergies
 - b. Fliers coming
 - c. Looking for volunteers to help--Sign-up Genius
- 2. Spring Social/Art Show- Tuesday, May 23rd, 2017
 - a. Fliers coming
 - i. Wally's custard is in.

- ii. One table will be responsible for tickets sale.
- iii. Inflatable slides and jumpers
- iv. Pizza available

Communications Report: Sarah Martin

1. Thank you for your speed response for November and January Newsletters.
2. Thank you to all who got their kids out on the playground to take their picture for the Grosse Pointe News to take their picture with the new playground equipment.

School Board Observer: Kelly McLean

1. Unable to attend the board meeting in December
2. Attended the board meeting Monday, January 9th, 2017
 - a. New board member
 - b. Discussed at great length New budget parameters
 - i. ongoing discussion
 - c. Discussed the passage of enhancement budget
 - i. Security
 - ii. Technology
 - iii. Capital improvements
3. Legal services for PTO board
 - a. School boards pay the bill for PTO school boards
 - i. Bylaws
 - ii. Taxes
 - iii. How often have we used this service in the last 5 years?
 - iv. What was the cost?
 - v. What law firm is contracted (possibly) and is it cost effective?
 - b. Important in the event we are audited
 - i. Binders kept for the past 7 years
 1. Kept in copy room.

Teachers Report: Janette High

1. Nothing to report.

Principal's Report: Karen Sullivan

1. New Playground equipment installed
2. 15 iPads will be purchased
 - a. We were awarded additional Title 1 funds earmarked for technology
 - b. Technology Funding is available for each school through a support grant
3. Remaining needed iPads will be purchased with PTO funds for K, 1st and 2nd grades.
4. Approved funds for Storia reading app (grade 3-5) was cancelled.

- a. \$1000 fee and refunded
- 5. Hired a Title 1 assistant for the remainder of the school year
 - a. Donna Rabaut
 - i. Working with Karen Labarge in AM
 - 1. Focus on math
 - ii. Working with Melissa Krotche in PM
 - 1. Focus on reading and writing
 - iii. Background
 - 1. Certified teacher, teacher with ESL background
 - 2. Welcome to our Defer Family!
- 6. Student leadership program: Town Hall Meetings- monthly
 - a. Meeting ran by student council officers
 - i. Monthly assemblies focus on leadership awards
 - 1. Last month recognized areas: choir leaders, homework leaders and classroom shining stars (teacher nominated students showing extraordinary leadership)
 - 2. Leadership necklaces worn each Friday and at Town Hall Meetings
- 7. We welcomed 3 new students to Defer in December
 - a. 2 / 3 Magnet program
 - i. Starting 1/16/2017
- 8. Green Squad
 - a. Headed by Sue Parlangeli and Kelly Woolums -working with the kids
 - i. Recycling leaders in the lunchroom
 - ii. Paper recyclers in in the classroom (new this year)
 - 1. Every Wednesday students are responsible for collecting and recycling classroom paper
 - b. Globe Dome Assembly
 - i. See Introductions minutes
- 9. Parent Diversity Meeting February 1 at 6:30 PM
 - a. Defer library
 - i. Susan Sutorka is on the planning team for this meeting
 - ii. Diversity meeting is open to all parents in GP (last month had elementary and middle school parent involvement)
- 10. Mrs. Bergeron broke her elbow two weeks before December break
 - a. She is undergoing therapy for her arm
 - i. She is prohibited from work and driving until her next doctor's appointment January 26, 2017-to be cleared to return to work
 - ii. Mrs. Dennis is our outstanding substitute teacher. She is working closely with Miss Bergeron.
- 11. Daily announcements
 - a. See Introductions Minutes

President's notes: Becca Ozar

1. District PTO Presidents Meeting tomorrow- January 11, 2017
 - a. Feel free to submit questions on how other PTO board operate – I will take them with me to the meeting
 - i. Can the district PTOs consider scheduling PTO meetings for elementary, middle school and high school on different days or weeks in the month?
 1. Currently all to PTO meetings seem to be scheduled for the second Tuesday of each month.
 - a. Difficult for families to attend that have children at multiple schools/different levels of education

Old Business

1. Book Fair
 - a. Great event! Good amount of book were purchased.
 - i. Email was sent to all teachers to go through the Scholastic Dollars Catalog to make a wish list for their classroom
 1. each classroom was allotted \$100-Scholastic Dollars
 2. Speech and title 1, \$50-Scholastic Dollars
 3. Birthday books were also purchased for upper elementary children for the Birthday Book Shelf
 - ii. Held the same day as 2016 Craft Fair
 1. Should consider this date for next year
 - a. Great turnout and sales!

New Business

1. Bingo Night
 - a. Looking at dates in February
 - b. Need a license
 - c. Collect donated gifts for prizes
 - i. Defer wear will be offered as well
2. Next Defer PTO meeting at Maire Elementary-February 7, 2017
 - a. Held in one of the district's new 21st-century classroom
3. Lunchtime Enrichment- January 30 through March 13, 2017
 - a. 18 to 19 volunteers signed up
 - i. Offering knitting, legos, yoga, meditation, hair braiding, computer coding, and girls engineering
 1. Children can sign up for two choices – first come first serve
 2. Electronic flyer will be sent out to follow up with parents
 3. Confirmation sent home January 26, 2017

- ii. Question: Is lunchtime enrichments something that can be considered for young fives and/or kindergarteners when they have to stay in for recess due to poor weather conditions instead of watching a movie?
 - 1. Should be brought up with school staff and Mrs. Sullivan
- 4. Teachers contracts
 - a. Teachers contracts are up and in negotiation
 - i. This opens up the calendar to adding additional days being added to the school year
 - 1. Some dates are negotiable others are not with consideration to Wayne County holidays
- 5. Disability Awareness Day – March 2, 2017
 - a. Great event!
 - b. Recruiting volunteers need 20+ people
 - i. Volunteers will need to pass a background check
 - 1. Sign-up Genius will be sent out, please sign up if you can help

Meeting adjourned by Becca Ozar @ 8:42PM