

**PTO Board Meeting Minutes**  
**JCES**  
**Galena, OH**  
**November 2, 2009 at 6:30 pm**

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## **JCES Board Meeting Minutes**

### **Meeting Attendees**

Tanya Brennan, Debra Hegg, Delcina Jones, Angela Stalter, Michelle Kuhtenia, Jill Harrington

### **Meeting Highlights**

- Upcoming Events
- Board Changes
- Budget
- Other Items

### **Scheduled Future Meetings**

- February 5, 2010
- April 16, 2010

### **Meeting Called to Order**

- 7:00 pm by Delcina Jones

### **Upcoming Events**

- **Red Ribbon Week**
  - Collection of items went well
  - Mr. Gunther is extending it through the end of the week of November 2<sup>nd</sup>
  - Children will be bringing home stars to write down veterans names and have them read during the week of November 9<sup>th</sup> (in honor of Veterans Day)
  - Children will be packing the boxes themselves of all of the collected items
  - There will be 21 boxes being shipped – an individual from the community has offered to pay for the shipping
  - Videotape will be made of the children packing the boxes. Copies will be made and sent along with the boxes – Mr. Gunther will make sure all those being videotaped have been signed for pictures & videos to be released – Jenn Decker will approve all photos
- **PTO Meeting – November 13<sup>th</sup>**
  - Jeff Brown, Jacqueline Rosco, Tom Fry will be present to talk about the State Report Card, and other information as it relates to elementary
  - Jenn Decker to send out notification on Listserve
- **Author Visit – November 5<sup>th</sup>**
  - Volunteers are all covered to help with monitoring students eating lunch in there classrooms

- **Book Fair – November 16<sup>th</sup> – 20<sup>th</sup>**
  - Need extra volunteers to sell logowear
- **Conferences - November 19<sup>th</sup> & 23<sup>rd</sup>**
  - Jenn St. John is chair of Staff Appreciation Committee and in charge of conference dinners
  - Action Item: Delcina will speak with Jenn about possible ideas
  - One idea was to order from Carfagna's Kitchen (there are vouchers online that we could possibly use to receive a discount)
  - Another idea was Shane's Rib Shack – we could talk with them about donations
- **Family Movie Night – December 4<sup>th</sup>**
  - We need to obtain a license to show the movie (\$75 @ movielicense.com)
  - Another thought was to have the Children's Theatre perform – cost is \$350
    - Discussed charging \$5/family
    - Still could come in pajamas
    - We would have light refreshments at no cost
    - Action Item: Delcina to check into Children's Theatre
- **COSI on Wheels – December 4th**
- **Family Reading Night – November 19th**

### **Budget**

- Walkathon Fundraiser brought in \$11K; expenses were \$1700
  - Circuit Wellness Party is November 20<sup>th</sup>; Miss Mosel's class won – the party will cost \$2/student
- Logowear to date - \$2K of revenue; expenses to date are \$1950 (budget amount \$3K)
- Office Supplies to date have spent \$270 (budget amount \$500)
- Directory
  - Still need 2 sponsors to help fund the publishing
- Need to still purchase black side table with drawers for front office – this will be taken out of the President's funds
- Discussed possibility of sound system for outside
- Shade Apparatus monies will not come from this year's budget
  - PTO pays for replacement shade every 5-8 years
  - Will not put up the shade until April

### **Other Items**

- Need to develop committee for Fall Festival
  - This will replace the Carnival as there were no volunteers to chair it

- Need to contact Lisa Fritz – she had many ideas at the Committee Chair meeting
- Buehl Farms will donate pumpkins
- Taylor Run recently held their festival – need to contact to get ideas from them
- Delcina suggested that each of us sign up for all Elementary Listserve – it is a great source to obtain ideas for PTO events
- Mrs. Lantz – considering a Performing Arts event in the spring (more information to come)
  - The idea is to provide a forum for parents, students & community to display their talents
  - The Choir & Strings would also perform
- Angela looking to have an Art Gallery of students artwork on the website – need someone to take pictures
- Board Changes
  - Delcina stepping down
  - Tanya Brennan to assume role of President
  - Debbie Hegg to assume role of VP
  - Action Item: Delcina will contact Jenn Decker to inform
  - Will approve changes at PTO Meeting on November 13, 2009

#### **Action Items**

#### **Delcina**

- **Discuss conference dinners with Jenn St. John**
- **Look into Children's Theatre as alternative for Family Movie Night**
- **Notify Jenn Decker about board changes**