

Parent Teacher Organization

Salem School

PTO Minutes

April 28, 2009

Salem School Library

200 Hartford Road

Salem, CT 06420

1. Call to Order- Tammy Petersen, 7:05pm
In attendance: Tammy Petersen, Michelle Guertin, Sue Bennett, Eileen Perron, Nikki Gullickson, Jason Maziarz, Tandy Acuna, Jennifer Pletcher, Mona Dee Miller, Kate Belleville

2. Officers' Reports
 - a. Secretary's Report–Michelle Guertin
Thank you letters from 1st Graders (for trip to Peabody Museum) and 2nd Graders (for trip to Science Museum of CT and book fair) were presented for meeting participants to read.
Minutes from March 17, 2009 meeting were reviewed and accepted.
Motion: Sue Bennett; Second: Tammy Petersen.
 - b. Liaison's Report–Sue Bennett reporting for Deb Luck
Four enrichment requests were discussed:
 - Grade 1 requested \$186.21 to pay for a bus for their field trip in support of an Insect unit in Science.
 - Health/PE requested \$252.70 for posters and models covering a variety of health topics.
 - Grade 7 requested \$351.52 for a bus for their field trip to the Greenville and Occum Dams to observe a fish ladder and a fish elevator in support of their Science unit.
 - Grade 5 requested \$589 for admission for 62 students to the Mystic Seaport in support of their Social Studies curriculum.
Motion: Tammy Petersen; Second: Mona Dee Miller.
 - c. The Treasurer's Report –Eileen Perron
Report through 4/28/09 was presented and accepted. With the school year nearing its end, Eileen presented detail for the Enrichment, Family Activities, Clubs, and Book Fair line items, as well as the usual reporting on the "Balance Sheet" and "Profit & Loss Budget vs. Actual." It was noted that the request from Mr. Sweeney for camera materials was submitted on the wrong form and should actually have been under clubs for the camera club rather than enrichment for Grade 7.
Motion: Jennifer Pletcher; Second: Sue Bennett.

3. New Business/Updates
 - a. Book Fair
\$6,000 in sales which is about \$1,000 less than last spring, but not unexpected with current economic conditions. In lieu of taking a profit, the PTO made book contributions in the following areas:

Reading Hall of Fame	\$703
Media Center	\$1030
Classrooms	\$344

Estimation Jar Winners	\$84
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Additionally, the PTO purchased the Nutmeg Award winning books for the town library so there would be copies available for Summer Reading.

Looking forward, the Fall Book Fair dates are 10/29-11/6. Setup will be 10/29 and 10/30. Teachers will be allowed to browse on 11/30. Shopping for classes and individuals will be 11/2-11/5. Takedown will occur on 11/6.

ACTION: Michelle Guertin will include book fair figures in the May newsletter.

ACTION: Michelle Guertin will provide a few thank you cards to Tandy Acuna for thanking the volunteers.

b. 8th Grade

Pasta dinner and 6-8th Grade dance planned. They expect to be OK on funds following those events.

c. Field Day

There is money for ribbons.

ACTION: Tammy Petersen will order ribbons for Field Day and the 8th Grade Citizenship Award.

A motion was made and accepted to spend \$2.25/middle school student and \$2.00/elementary school student for Field Day events with the money coming from the Assemblies line item in the budget. Discussion indicated that those dollar amounts reflect the cost of school lunches which the PTO has historically purchased, however certain grade levels requested flexibility so that the money may be used to pay for travel offsite this year rather than for food.

Motion: Tandy Acuna; Second: Eileen Perron.

d. Teacher Staff Luncheon

The theme is Picnic. Not many volunteers yet, but that isn't unexpected with the vacation and more flyers are going to go out.

ACTION: Tandy Acuna and Michelle Guertin will coordinate to get an email out to the PTO's distribution list.

ACTION: Tammy Petersen will supply the blanket and a few cookbooks to the Staff Appreciation Luncheon as raffle items.

e. Family Picnic/Carnival

The intention is to have the PTO supply the hamburgers and hot dogs while families bring the other stuff. Tammy Petersen brought up a few items for consideration such as

- whether to allow a band (willing to play for free);
- that they plan to do the cooking via volunteers;
- that they may have the 8th Graders run the carnival booths;
- that they may have volleyball, races, and family games going on the field to keep the older students interested;
- that they're considering using a tickets or similar to control the amount of food going out to each individual.

ACTION: Michelle Guertin will put the date of the next meeting (5/7 at 6:30 at the town library) into the May newsletter.

f. 8th Grade Citizenship Award

Sue Bennett got the information to the 8th Grade Language Arts teachers. Usually we do two \$75 awards, but have also done three for \$50.

ACTION: Eileen Perron will make sure that ELHS has the money for the Salem PTO scholarship.

g. Kindergarten Orientation

Tammy Petersen and Sue Bennett will be there. Mr. Maziarz says that PTO can go first at 6:00.

ACTION: Tandy Acuna will send Michelle Guertin and Tammy Petersen the kindergarten welcome document from previous years.

4. Upcoming Events

a. Policies/Procedure Handbook

Michelle will get binders and flash drives for the PTO officers.

b. Budget/Fundraising

The PTO Board will get together to discuss these items before the next meeting. They will be a significant topic at the May meeting.

c. 2009-2010 Officer Elections

The proposed slate of officers is

President: Tammy Petersen

Vice President: Sue Bennett

Secretary: Mona Dee Miller

Treasurer: Denise Orsini

Liaison: Deb Luck

Elections will be held at the May meeting, and duties officially transfer on July 1.

6. Next Meeting – May 19th, 2009 at 7:00.

Adjournment – 8:17pm