

VHE PTO Board Meeting Minutes

AGENDA

AUGUST 28, 2013

6:30PM

UNO RESTAURANT, MADISON WI

| | |
|--------------------------|------------------------------|
| MEETING CALLED BY | PTO President Shelby Connell |
|--------------------------|------------------------------|

Agenda topics

15 MINUTES

INTRODUCTION TO PTO BOARD & PTO OVERVIEW

SHELBY CONNELL

UPDATE

- In attendance: 6 board members, 7 teachers/staff, 8 parents
- Board members introduced themselves: Shelby Connell – President, Carousel Bayrd – Vice President, Dana McCloskey – Treasurer, Susan Anderson – Executive Board Member, and Jennifer Roth – Executive Board Member, Heidi – Executive Board Member
- Shelby reviewed the calendar of events and fundraiser for the 2013-2014 school year (listed on the PTO website), the afterschool classes (flyers would be circulated via the children's backpacks the first week of school) and shared the goal of these events was to build community and fundraise.
- A brief discussion of the new google groups page and that each parent who provided an email address would be receiving an invitation email in the coming weeks.
- Shelby shared various ways to get involved with the PTO both formally via an official position on the board or on a committee or unofficially via volunteering for various events that arise throughout the school year. This year we are specifically looking for individuals to take over and/or co-coordinate the following committees: The Healthy Snack Program, 5th Grade Graduation festivities, the Carnival, the Newsletter, Benefit Nights (and related marketing), Box Tops, and Scholastic Book Fairs.

15 MINUTES

PRINCIPAL'S REPORT

PEG KEELER

UPDATE

- Mrs. Keeler provided an overview of the incoming class which as of that evening was status quo to other years. She shared that there continued to be an overcrowding situation at Van Hise reported that she and her staff were very capable of working well under the present conditions.
- Mrs. Keeler shared that changes would take place for the Open House this year. She shared that there will most likely be staggered times for classes to move about the school though all of the details were still being finalized.
- Mrs. Keeler shared that she had heard the parent concerns last year about lunch being too short a period of time and has worked the schedule so that children will have 30 minutes instead of 20 minutes for lunch with the exception of early release Monday's when they will have about 25 minutes. She will most likely be looking for parent involvement to make this work smoothly. More details to follow.
- A parent asked if the increased lunch hour would reduce the playground time. She said that it might slightly but that parents should not worry because there was a great deal of unofficial 'movement' times throughout the school day such as the 'hedgie hussle'. Ask your kids to show it to you!

10 MINUTES

TREASURER'S REPORT

DANA MCCLOSKEY

UPDATE

- Dana shared the final budget from the 2012-2013 school year. During that '12-'13 year the PTO raised \$56,494.48 and spend \$67,244.33 (\$22,583.14 of liabilities from the 2011-2012 school year) and currently has a surplus of \$13,455.53 of available funds moving into the 2013-2014 school year. Treasurer highlighted that the afterschool classes had been much more lucrative then had originally been budgeted (we earned about \$16,000 though this did not reflect the expenses of approximately \$7,000). Dana also shared that the PTO had spent almost \$20,000 on technology the previous year which included some liabilities that were paid out from the previous year.

10 MINUTES

DIRECT APPEAL REPORT

SHEBLY CONNELL

UPDATE & DISCUSSION

- Shelby shared that several years ago the main fundraising vehicle moved from sales based fundraisers to a direct appeal to the school community through our Fall Direct Appeal. Shelby began a discussion regarding the format of the direct appeal letter and inquired about increasing the \$12,000 goal we had the previous school year. Shelby specifically inquired if the letter should include information about what was done with the funds the previous year OR what we planned to do with the funds we were soliciting for this year. There was some discussion of the merits of both mechanism and even creating a letter stating if we raised x amount we would do y; if we raised x

more we would do y; if we raised x more we would do y... and so on. This seemed like a valid method though the PTO did not feel able to outline the use of the funds in such specifics so this may be considered in subsequent years.

- Shelby shared that we were going to have a pay pal account in place for the fall fund drive though she encouraged continued check writing because of the minor fee we incur when funds come via pay pal. She shared the intention was to have an easy way for out of town relatives to contribute to the PTO if they were interested.

10 MINUTES **BACKYARD BITES (HEALTHY SNACK PROGRAM)** SHELBY CONNELL

UPDATE

Shelby discussed the goals of the Healthy Snack Program were to promote using local ingredients, to further bring awareness to where our food comes from and to provide healthy alternative snacks to Van Hise children. At present an co-organizer (to assist Chris Frakes) and helpers are needed for this endeavor to prep vegetables on Monday nights. More details to come but it looked like volunteers would prep in the school kitchen with supplies specifically designated for this program to prevent cross contamination issues regarding allergies.

5 MINUTES **OUTDOOR CLASSROOM** SHELBY CONNELL

UPDATE

- Shelby reported that the garden continues to flourish and that every classroom was using the outdoor classroom as a part of their school experience. She shared that this was not only an educational experience regarding gardening and composting for the children but also offered a sensory break and a good subject for story writing. New to the garden this year are the little libraries from Ms. Miller's class last year, the composting bins and a small stage. Ms. Koval will even be using the garden as a part of PE as part of functional fitness week. There are discussions of adding fruit trees in the future and of incorporating new and different items plants to make the garden more multicultural.
- The garden committee helped to hire a great person for the afterschool garden class and is excited about her.
- The garden committee is hoping to have a garden representative from each classroom.

25 MINUTES **MEDIA EDUCATION** AFAN OTTENHEIMER

PRESENTATION & DISCUSSION

Afan stated that he wanted to continue in a more formal way something that he had started within the Van Hise community which is to educate parents about technology, specifically technology and its effects on children. He hoped this would become something of a forum where other people might share their knowledge but at present he was proposing to do a one time meeting to share the knowledge he has. He discussed how today's children are bombarded by media via TV, Radio, iPads, iPhones, the internet, social media sites. His feeling is that as parent we need to be informed about how we teach our children to make smart choices when using such media. His specific goals are to share information and to be treated like any other PTO event. A parent (Kathy) specified that he was not proposing a watchdog group on branding items within the school or the removal of items or prohibiting items from the school. Afan fully agreed that these were not things he was intending with this meeting. There was a vote on moving forward with such an event and there were 10 Yes votes and 3 No votes.

15 MINUTES **OTHER BUSINESS** SHELBY CONNELL

DISCUSSION

Discussion of what we might do for subsequent meetings.

- Peg agreed to do another informational session on Mondo, which is the new curriculum system being adopted by the entire Madison School District, and which she reported is the largest expenditure ever done by the district.
- Peg also agreed to do another information session on the Core Curriculum
- There was discussion of doing a session on bullying and/or testing and assessments within the school.

Discussion of the need for a crossing guard on Segoe and Waukesha was brought up as an issue to be dealt with

- It was shared that to get a crossing guard could be a concerted effort to work on getting a city allocation because this was not done by the school district.
- In the meantime there was an idea of putting flag poles in place which many felt was a good idea. No specific actions steps put in place.

Discussion of immediate fundraising vehicle

- Shelby shared that you could vote on facebook for Target and for each vote a donation would be made to Van Hise. You can vote weekly.
- Carousel Bayrd shared that the United Way was going to do a 1st day of school funding campaign to promote school attendance. It was reported that they would be doing 'survey's of the number of children at the first day of school and provide donations based on numbers. Peg Keeler did not know anything about it so details will follow if this is in fact a source of revenue for Van Hise.

Mention of Kindergarten breakfast for new parents

| | |
|---------------------|---|
| NEXT MEETING | NEXT MEETING DATE: Tuesday, September 10, 2013 |
| LOCATION | Van Hise Elementary Cafeteria |
| TIME | 6:30PM |