



Dunellen PTO



PTO Meeting Minutes

October 11, 2017

Time: 7:01pm

Attendance:

Pamela Vail, President
Silke Carlson, Co-Vice President, Committee Chair
Nicole Moore, Co-Vice President, Grade Level Oversight
Laurie Mann, Correspondence Secretary
Brittany Meyer, Recording Secretary
Monique Phua, Treasurer

Teachers in Attendance:

Board Members in Attendance:

Welcome/Call to Order: Pamela: Thank you all for coming!

Mr. Lubisco: Thank you everyone for coming tonight!

We discussed last year about sending out a weekly communication. We have started sending out on Sunday nights a communication called 'Principally Speaking'. This will be sent via a text and an email. It will contain all the upcoming events and any information needed for the coming week.

We had some great events since we last met. The PBSIS kick off was in September and was a huge success. Teachers and students all loved it. It really opened everyone's eyes to the program and the program is a great success since then.

We also had our Officer Phil assembly, School picture day, the Week of Respect which consisted of lessons in media class and within the classroom, Stomp out Bullying Day, and Walk your Child to School Day. We will be looking to have the Walk or Bike your Child to school day in the spring. There are many more students biking to school this year which is really great. We also had Back to School night which was an enormous turnout.

There are a lot of events coming up. Anti-Violence week or Peace Week is coming up which will have a similar outlook as the Week of Respect. Also will be Red Ribbon Week, which the PTO is leading, the PTO Family Fun Night and Blood Drive, the Invention Convention in Third grade, and the Halloween Celebration.

Thank you for all your help in enforcing the PBSIS principals at home. The kids have been really excited about it. We have a drawing in the cafeteria once a month, which has been really fun and the kids have been really excited participating in it. We will have additional prizes such as helping with Morning announcements, having lunch with your favorite teacher, and

the Game room that will be rolled out in the winter.

At the last meeting, a question was raised about Before and After care during delayed openings. I spoke to the Business Administrator and these functions will be cancelled during delayed opening or early closure.

Treasurer: (Monique): September was mainly memberships and we do appreciate all those who paid through Paypal. We gave \$150 to LMS for Red Ribbon Week towards the purchase of gift cards for a contest. You will also see Back to School Luncheon payments on here and any back to school socials. For any events that require it, I will provide the Committee chairs a money bag, start up form, deposit forms, any my contact information. Any situations for these events that involve money, please call me directly.

Can I have a motion to approve the September reports? A second? The treasurer's report has been approved.

Approval of Meeting Minutes: (Brittany): Please take a few minutes to review the September meeting minutes. **Any questions? No questions were posed. Can I have a motion to approve meeting minutes? A second? The meeting minutes have been approved.**

President: (Pam):

The flyer for Kid Stuff books should have gone out today for all classes. The forms are due back November 16th. PTO will receive 50% of the profit for all books sold.

The first Bake Sale will be on October 26th. This sale will benefit the 5th grade. 5th grade teachers will be helping out and if any 5th grade parents can help with donations, that would be great.

Teacher Membership contest will be continued this year. Hopefully we can get all teachers at the school to sign up. Faber is approximately 10 shy from having full completion, LMS needs 10 as well and DHS is needs 18.

This was the first year we did the Fun Night / Babysitting on Back to School night. For the most part, it was a good event. I know there were some upset parents if their child was unable to attend. Unfortunately, we were limited on space. Again, this was our first year doing this type of event and next year, if we do this event, we will be more specific about the requirements and communication on who is able to attend. We have heard many ideas on how to improve for upcoming years so we continue this program for parents.

Most of you should have gotten the flyer for the Family Fun Night, which Nicole will be speaking about during her update. I am going to address the Blood Drive side of it. There will be a sign up coming for the Blood drive sponsored by Robert Wood Johnson. If you are able to donate, please do so. We need at least 60 donors to make it worth their time, so please sign up! It will be hosted in the music room. The donation center will screen donors as needed based on a survey given to all donors who sign up.

Mrs. Piano, the choir teacher at the high school, has requested funding and sponsorship from the PTO in support of a Guitar Club. Funding would be used for paying a guitar teacher to come to the school once a week on Wednesday's from January to June. The Dunellen Education Foundation had previously provided a grant for the purchase of 6 acoustic guitars so she would like to bring in a teacher for the students. There would be about 15-20 students involved. She is requesting \$880 of which we can vote at the next meeting on the amount.

We are also in discussions with Dunellen Theater about having a fundraiser to watch Bad Moms 2. This is in the works as it does appear that they may be getting the movie in November. We will let you know when the date will be if we can make it happen.

Project Graduation Class of 2018 will be selling Thanksgiving Day Pies. Please let me or Monique know if you are interested.

Vice President's Remarks: (Silke):

Please sign up for the committees. If you are unsure about signing up for a committee, we are happy to answer any questions. Please check your name and email on the current sign up s

We still need chairs for the following committees: 8th Grade Promotion and Assemblies.

We have a few flyers for Assembly ideas: one being a Magic Show, the other being a Reading event from K-5, and a free Weather assembly. If someone is willing to help review and register assemblies, we could use the help.

Red Ribbon Week will be October 23 – 27th. Flyers will out to Faber students. Monday starts with wearing all Red. Brittany will post on Facebook reminders each day. At the end of the week, all students will receive a small gift from the Committee.

Book Fair will be from November 13 – 17th. We will have half days on Wednesday and Thursday for Parent/Teacher Conferences. If we have enough volunteers, we will have a If you are able to help out during the week, please let us know.

Vice President: (Nicole):

As of right now, we have 148 families and 83 teacher memberships. I have about 10 more teachers to add to the list as well which will put us at higher than we had last year already.

Team Leaders who are here tonight, please pick up your folder from me at the end of the meeting. In the folder, you will find: your volunteer list, your class party list, a suggested contact email for volunteers, and your contract. The volunteer list includes all PTO members who included the teacher on the form. If there is an X next to their name, they volunteered to help in class. But please contact all parents when sending out the party list. The Party list includes all the items the teachers have asked to be donated for the parties but please contact your teacher to make sure you have all that is needed. We also included two additional volunteer opportunities: Helping at a different grade levels event (ex. 1st grade parents to help during Kindergarten Proud Day), and helping with printing and cutting Buoy Bucks for PBSIS. Please make sure you sign the contract and give it back to me ASAP. Important note for Halloween: I need your volunteers by October 25th to make sure they are on the office list. Please make sure you turn your completed list in by November 22nd. If you still have blanks for volunteers, this is fine, but please turn in whatever you have finished. Team leaders also need to make sure they are attending meetings as part of your leader role. Please try and attend as regularly as you can. Please make sure you are keeping me informed of anything that is happening in class, especially if there are any issues or questions you may have. Let's remember that this is a new year and have a great year!

We are still running the Warrior Fitness fundraiser. The entire \$69 cost will be given back to the PTO for any new members who sign up for the trial 6-week class during the month of

October.

The Monster Bash family fun night will be on October 20th. The sign up has been sent to the Family fun night committee. If you would like to be on the committee, please let me know. For this event, we really need volunteers. We have listed it out in time blocks to allow parents to participate without being stuck all night at a game or table. We also have additional help from DHS students earning volunteer hours. But we will need more hands to help as this is a large event. We will have several contests: The pumpkin carving contest, the Candy Corn guessing challenge, and the Donut eating contest. There will be prizes as well: gift cards for the pumpkin carving contest and goodie bags for the Donut eating contest.

Halloween parties will be on October 31st and the school parade will be at 1:45pm. Please contact your teachers for what time volunteers need to be in class, if needed. 5th grade does not need volunteers for any parties.

Corresponding Secretary: (Laurie):

Check the website and follow us on Facebook. Please also follow the school on Twitter. Our next meeting will be on November 13th.

I want to thank Victoria Jackson who donated a PS3 for remotes and games for PBSIS. I also want to thank Monique for her donation of the Wii and games.

Open Discussion:

Closing Remarks: (Pam):

Adjourned: 8:01pm

Respectfully submitted: Brittany Meyer