

METCALF PTO MINUTES
Monday November 2, 2010
6:00-7:30PM
Room 102

Attendees:

Heather Marshall, Julie Mendez & Marcos Mendez, Barb Jacobsen, Angela Ambers-Henderson, Christine Stauter, Amy Coffman, Lynn Litwiller, Sheryl Chambers, Leslie Sloan Orr, Rebecca Africano, Mary Lockhart, Do-Yong Park, Dave Greenfield, Bob Piker, Patti Koranda, Barb Leathers, Emily Raycraft, Wendy Smith, Janice Cooper, Countis Griffin, Rob Kearney

I. Welcome

- Around the room introductions of your neighbor and something about them.

II. Approval of October 4, 2010 Meeting Minutes

- Rebecca Africano (1st) and Sheryl Chambers (2nd)
- Minutes unanimously approved

III. PTO Mission & Purpose

-The Metcalf PTO exists to promote open communication and understanding between parents and staff. We respect the values, needs and desires of all members of our school, including parents, students, and staff. PTO meetings are open to any and all Metcalf students, parents, and staff.

-Our efforts are to serve, enhance and maximize the education of every child so they may reach their highest potential. All monies raised by the PTO shall be used to support the educational goals set forth by the school leadership.

-We are proud to serve our school with a PTO run solely on the efforts of volunteers. The PTO team effort assists our school leaders in their goal of providing the best possible learning environment for our children, as well as the best possible teaching environment for our wonderful staff.

- Angela read the PTO Mission statement.

IV. Metcalf Administrator Report

- Dr. Coffman's PowerPoint Presentation (**attached**)

V. Treasurer's Report

- The overall account balance is \$52,000.
- Absent Tea money has started to come in.

VI. PTO Non-fundraising Event Expenses Reimbursement

- Mini Courses: Discussion was held regarding PTO reimbursing volunteers for expenses related to the course they teach.
- It was decided that PTO will automatically reimburse volunteers for expenses that do not exceed \$50.00. Prior approval must be granted by the Treasure for amounts over \$50.00 and the treasurer will use her discretion to seek board approval for larger amounts.
- The volunteers will be required to provide receipts.

- Discussion was held regarding the expenses being a charitable donation vs. reimbursement.

VII. PTO Event Assessment

- Fall Festival
 - Group consensus that this event was a success.
 - Teachers were complimentary of the event.
 - PK suggested that the event times be changed to 1:00 pm to 3:00 pm so the event will not interfere with the 3rd grade PE class. The gym will be available for set up at 12:30pm.
 - Discussion was held regarding e-mailing a survey to the volunteers to obtain their feedback regarding the event.
- Mentor Families
 - Becky Camp has volunteered to chair the committee next year.
 - There was only one family to match this year.
 - Discussion was held regarding getting the word out to new families regarding this service.
 - The group discussed coordinating the event at registration, or putting information in with the acceptance letters that go out to new families. It was also discussed that the chair could call the new families and introduce them to the program and PTO.

VIII. What's on your Mind?

- PTO Preschool Scholarship: Julie Mendez, Heather Marshall, Rebecca Africano and Barb Jacobsen met with administration. The Metcalf administration has agreed to put a sliding scale on the application based on the number of family members in the household. Bob will look at both scales (one based on free/reduced lunches and the one based on the number of family members). Next year the only scale used will be the one based on Federal Government Regulations.
- Group discussion was held regarding Metcalf Preschool and how it is viewed by others in the community. Some PTO members voiced that they feel preschoolers should have to apply to get into Metcalf Kindergarten. It is a misconception that all preschoolers are guaranteed a spot in Metcalf Kindergarten.
- Montage 2012: Julie Mendez has secured the Bloomington Performing Arts Center for Montage 2012. The date is February 11, 2012.

Meeting adjourned 7:30 pm

Next PTO meeting will be Wednesday December 8, 2010 at 6:00 pm.

Submitted by Christine Stauter, Secretary