

Olander PTO Executive Board Meeting Minutes

Date: August 29, 2006

Present: Kelly Foerster & Denise Morgan (co-presidents), Jen Huebner (treasurer), Bill Kranz (VIPS coordinator), Eileen McCluskey Papile (secretary), Julie Wallin (web master) Stacy Dyer

Important Reminder: Nancy needs to be given a copy of all items that are distributed by PTO. This is so that when parents call with a question about something sent home, she can help them.

Ice Cream Social Review

- 6 tubs of ice cream were served, 3 vanilla and 3 chocolate. We could have used more!
- We went through 500+ cones
- Ideas for next year include:
 - More people to help with scooping with defined shifts
 - Someone to help clean up the table, make sure the scoopers have cones, and get more ice cream when they run out.
 - More napkins
 - Serving gloves and reminders to wash hands

Back to School Night

- Jenifer will get cookies and lemonade
- PTO will have information tables set up for Event Coordinators
 - 6 tables set up in an L with one end against the wall. Eileen will let Kristen know about the tables
 - The computer lab will be set up so that Bill can help potential volunteers register with PSD. He will make Direction signs so people know where to go to sign up. He will also have a printout of directions so people can follow them either in the computer lab or from home.
 - When a volunteer approaches an event table, the first question should be, "Are your registered with PSD?"
- Tables will be designated for the following events:
 - Fall and Spring Book Fair
 - Movie Night
 - International Night
 - Vision & Hearing
 - Spagetti Dinner
 - Soc Hop
 - R.E.A.C.H.
- Need signs made for Back to School Night – Kelly and Stacey will make signs, Kelly will purchase 20 foam boards
- Other Volunteer needs are the following:
 - Directory
 - Yearbook
 - School Pictures
 - Career Day
 - Box Tops
 - Food for Staff Appreciation
 - Enrichment
 - Papparazzi Group
- Bill will call the established coordinators to be present at their table at Back to School Night.
- Kelly will make information form and distribute to teachers for \$ requests and target grades.

Movie Night

-The selection for Movie Night will be voted on at the September meeting. Bring ideas and suggestions for movie titles.

Campbell's Labels

-A vote was taken and motion passed to drop this fundraiser because it was not worth the work involved.

Pictures from Ice Cream Social

-Send to Julie Wallin via email or CD Rom

Info Packet

-Will be sent home in Friday folders in Friday.

Website

-Julie will change the Parents tab to Parents/PTO so that PTO is more visible.

Phone System

-Bill will be responsible for calling the contact person to begin using this system. A flyer will be distributed to parents before the first message is sent out to let parents know that this is going to be used. There will also be an "opt out" option for parents who do not wish to receive the phone calls. There was a discussion about using an email notification system for parents and also giving them an "opt out" option.

Next Meeting

- PTO meeting on Tuesday, Sept. 5, 6:45 p.m. at school.

Respectfully submitted,
Eileen McCluskey
August 29, 2006