

OQS PTO Meeting Minutes  
Tuesday, January 14, 2014

Attendees: Ms. Bradley, Ms. Jordan, Mr. Kornfeld, Serena Best, Sarah Kniffin, Lorin Durand

Meeting Start 6:30pm

PTO Sustainability -Shared ideas on expanding participation

- Post minutes on bulletin board
- Bulleted meeting highlights
- Put out a call for needed officers
- Consider different or rotating meeting time (morning during school hours)
- PTO coffee/tea meet ups
- Direct invitation to attend meeting from principle and teachers
- Survey parents to find out their meeting time preference
- Advance the agenda to highlight key topics to attract parents (Garden Club, IC social, soup at town meeting, family reading night, walk to school, field day, enrichment clubs)
- Post what PTO is all about, what the roles involve
- Better connection between room-parent and PTO to promote outreach
- Inviting people for a specific task
- Make sure people are aware that our principal communicates valuable information at each meeting
- Descriptions of PTO programs
- Sarah will create a communication to share with teachers to pass along to room parents; she suggested a tea time

Reviewed 2013 minutes to access progress

- Silverware; Sarah will order 150 forks, 150 spoons and 100 knives
- Outside sign: Sarah reviewed the options (at [displays2go.com](http://displays2go.com) and [alphabetsigns.com](http://alphabetsigns.com)). Amos prefers the "write-on" type; Sarah will make the purchase

Ms. Bradley shared "nice things going on in building"

- Math problems/learning service
- Math in Kindergarten
- Buddy classes are a "gift"

Breakfast with Santa

- \$393 take-in
- Paid out \$120 in expenses
- Donated gift cards covered most expenses
- Comprehensive notes were drafted to help planners for next year
- Kitchen is missing a spatula – needs to be tracked down

#### Teacher requests

- Mini grant request from Ms. Flanigin and Ms. Connolly for field trip to Montshire Museum - 37 students. Mini grant will be accepted if it is within their allotment, if not it will go to a vote.
- Dog Sled program . . . "we'll see"

#### Ski program

- 118 participants in ski program
- Two late ski payments will be submitted to Christina
- First day was a success
- Volunteers noted problems getting the groups together so skiers were late on the slopes; Amos noted they may leave earlier. Sarah suggests grouping them at the bus by their color groups and will try that next

#### Next PTO Meeting

Tuesday Feb 11<sup>th</sup>

#### Agenda:

Ice Cream Social

Box Tops

Ski summary

Adjourned 7:18pm

## 2013/14 OQS PTO Budget

December-13

<b>2013-14 Income</b>			
<b>Items:</b>	<b>Budget</b>	<b>Actual</b>	<b>Difference</b>
Balance from last year	\$0.00	\$5,568.36	\$5,568.36
OQS Clothing	\$200.00	\$702.00	\$502.00
Box Tops for Education	\$1,000.00	\$0.00	(\$1,000.00)
Fall Fundraiser	\$2,000.00	\$4,948.00	\$2,948.00
PTO Dues	\$50.00	\$25.00	(\$25.00)
Bark in the Park/ Good Search	\$125.00	\$182.70	\$57.70
Movie Nights	\$500.00	\$214.50	(\$285.50)
Town Meeting Lunch	\$125.00	\$0.00	(\$125.00)
Farm Raiser	\$200.00	\$305.00	\$105.00
Breakfast with Santa	\$450.00	\$0.00	(\$450.00)
Ice Cream Social	\$2,200.00	\$0.00	(\$2,200.00)
Tulip Bulbs	\$50.00	\$93.87	\$43.87
Harvest Dinner	\$350.00	\$1,194.00	\$844.00
Ski Program	\$5,000.00	\$5,675.00	\$675.00
Garden Club Dues	\$1,500.00	\$600.00	(\$900.00)
<b>TOTAL</b>	<b>\$13,750.00</b>	<b>\$19,508.43</b>	<b>\$5,758.43</b>

<b>2013-14 Expenses</b>			
<b>Items:</b>	<b>Budget</b>	<b>Activity</b>	<b>Balance</b>
MG Classrooms	\$4,350.00	\$1,525.27	\$2,824.73
MG Arts	\$50.00	\$0.00	\$50.00
MG Library	\$50.00	\$0.00	\$50.00
MG Music	\$50.00	\$0.00	\$50.00
MG Physical Education	\$50.00	\$73.97	(\$23.97)
MG Reading Recovery	\$50.00	\$0.00	\$50.00
MG School Counselor	\$50.00	\$0.00	\$50.00
MG Special Education	\$50.00	\$0.00	\$50.00
MG Band	\$50.00	\$0.00	\$50.00
Movie Nights	\$300.00	\$175.00	\$125.00
Box Tops	\$150.00	\$0.00	\$150.00
Breakfast with Santa	\$100.00	\$0.00	\$100.00
Ice Cream Social	\$300.00	\$0.00	\$300.00
Harvest Dinner	\$900.00	\$696.72	\$203.28
Halloween Party	\$200.00	\$178.25	\$21.75
Open House/ Cookout	\$500.00	\$321.62	\$178.38
Garden Club	\$500.00	\$441.47	\$58.53
Ski Program	\$4,700.00	\$0.00	\$4,700.00
Staff Appreciation	\$500.00	\$0.00	\$500.00
5th Grade Yearbook	\$200.00	\$0.00	\$200.00
Book Closet	\$250.00	\$0.00	\$250.00
PAWS	\$250.00	\$0.00	\$250.00
Annual Sled Dog Visit	\$0.00	\$0.00	\$0.00
Contingency Fund	\$150.00	\$0.00	\$150.00
<b>TOTAL</b>	<b>\$13,750.00</b>	<b>\$3,412.30</b>	<b>\$10,337.70</b>

**NET** **\$16,096.13**

**Current Checkbook Balance** \$14,931.81

