

MINUTES MARCH 14, 2012 PTO MEETING

This meeting of the Colfax A.L.A. PTO was held in the school cafeteria at 7:00 p.m. The meeting was led by PTO President Jenny Ganger.

1. Introductions Everyone in attendance introduced themselves.

2. Briefs

- Treasury /Party for Play report: Ellie reviewed the current 2011-2012 budget figures as presented on the back of the Agenda, specifically noting the bank account balances, gross revenue and our actual to-date income of \$44,523.03. Jenny thanked Party for Play co-chairs Leslie Grodin and Sukanya Srinivasan for all of their efforts in coordinating the very successful fundraising event. Shannon reviewed the Party for Play figures because Sukanya could not be present. Ticket sales totaled \$8685 with 181 tickets sold, 171 people attending, 10 tickets bought and unused, 16 patrons and 18 teachers attending. Pledge boards raised a total of \$955 divided as follows:

Kindergarten	\$165	5 th grade	\$70
1 st grade	\$195	6 th grade	\$40
2 nd grade	\$130	7 th grade	\$10
3 rd grade	\$115	8 th grade	\$100
4 th grade	\$130		

As shown on the updated budget, gross revenue for the event equaled \$26,582.86 and expenses totaled \$5471.54. Please give any suggestions to Sukanya for the future, and a new chair will definitely be needed for next year. Thanks were given to everyone who helped with this year's event.

- Events: Talent Show is scheduled for March 29. Sara Stock Mayo is chair for the event. The time of 6:00 is being considered. Kids could stay at school and have pizza for dinner rather than being bused back to school for the event. We might provide a bus home if there are enough kids to fill a bus. Diane Condie may know drivers who would do this route. Auditions/rehearsals will be scheduled and hopefully announced through Camille. The next event is Teacher Appreciation Week. The PTO will be in touch with people about this through Mark. Carnival is June 11 from 5-8 p.m. An email went out this week to past committee heads and most agreed to head the same committees this year. Abbie will gather more volunteers and plans to add a few things this year.

- Fundraising: Tamara reviewed this year's fundraising goal of \$33,000 and our success in exceeding this goal with roughly \$44,000 raised to date, mostly from Party for Play and the Ask Drive. Several other fundraisers are on our list but yet to come. The read-a-thon probably won't happen unless someone volunteers to take it on. A parent expressed disappointment and requested it for next year. It could be done in the fall in conjunction with the book fair, but not unless someone agrees to run it. We will be having our spring Plant Sale, chaired by Evelyn Castillo. Maren Cooke found some cobra-head gardening tools and plastic garden labels and asked if we should sell them at the Plant Sale. Jenny thought only if it can be done by order. Memory Tile sales are still active. (Chairs are Shannon and Jenny.) Anne Marie Kuchera is the chair for our planned Fun Run. The original hope was to have a Fun Run this year, but a lot of issues come up with this type of event and need to be worked out. Anne Marie and Adam are reviewing liabilities. Plans now are for a family oriented Fun Run held close to the beginning of the school year, consisting of 1-2 miles in Frick Park (Frick Park has presented a list of questions for us.)
- Communications: Camille announced that Friday is the last day to purchase \$2 "shout outs" for the upcoming newsletter. (Teachers can purchase them, too!) Friday is also the deadline for articles.

3. Executive Board News Jenny will publicize to the teachers that we have extra money and remaining budgeted money to spend, and that April 30th is the deadline for fund requests.

4. 2012-2013 Executive Board Elections: Co-Presidents in April; Board in May Jenny reminded everyone that the PTO presidential election is next month (and the rest of the board is to be elected in April.) Jenny will not be running for president because of the two year term limit. She may take another position on the board or just stay present for continuity. Jenny provided a handout with "Side 1: Elections" listing the executive board positions (Co-president, VP Communications, VP Volunteer Coordinator, VP Special Events, VP Fundraising, Assistant Treasurer, and Secretary.) The form included spaces to be checked by anyone interested in running for the positions. A parent asked whether experience requirements exist. Jenny answered that it is good to have some experience leading something at the school, even if just as homeroom representative, and believed the bylaws require this. Abbie also said experience was helpful. Mark then read the bylaws and determined that experience is only required for the co-presidents. Also in practice, people have held positions with no experience. The handout, "Side 2: Serving on the Executive Board is not the only way to contribute!" listed other opportunities for volunteering with the PTO under the categories of events, fundraising and communications, also with spaces to check if interested. The handout had a spot for the completers' name and phone number at the bottom.

5. 2012-13 Budget Discussion (Jenny) The bylaws call for the current PTO to pass next year's budget in May. This situation is difficult because the budget then gets handed off to a new executive board to administer. Jenny said that she has concern about a large budget item, like the garden. But, we did cover a big budget this year. Could we do it again? Tamara thinks we should raise funds each year for the following year. Another parent agrees with this idea. Others do not. A lot of money would sit when it could be meeting the needs of the school. A parent with professional financial experience suggested using a running average for expected income, then basing the following year's budget on this projection. A few other parents agreed with this idea. Many agreed that we should at least have a cushion.

A parent asked whether we expect to spend all the money we budgeted for this year. Per Jenny, requests historically come in at the end of the year, and we are expecting to spend all that we had planned to spend. Could we do the budget during the summer when we actually know for certain the amount to be carried over? We need to take a general meeting vote to change the bylaws in this way. Will there be unexpected expenditures next year because of the budget cuts? For example, are musical instrument purchases in our future? Should we leave more of a cushion for this reason? We can work on finding community contributions for this and other needs. But, Shannon does want to double the teacher grants and the principal's discretionary fund, with half of the fund designated for supplies. Is the PTO able to spend money to hire people? No, but we can pay for supplies, potentially freeing up the school's money (general fund?) for other things.

No one wants to ax the large ticket budget items and we may want to add spending due to the budget cuts, so the PTO will have at least as big of a budget for next year (\$51,000 plus.) We do expect to have a \$23,000 cushion for next year. Is that not enough? A parent expressed her competing interests in supporting education but not overspending. Jenny stressed that there is no disaster or hard result if money does unexpectedly run out. We would stop giving out funds, but this cannot be equated with not receiving food stamps. Debate continues on this topic with some parents wanting the full year's budget to be banked prior to spending and others considering this wasteful, preferring a sufficient cushion.

[Break for PSCC Meeting]

6. Motion: Art Supplies Jenny presented the funding request from the art teacher for \$5936.74 in art supplies. The Executive Board agreed to fund \$2500 of the request, but the remainder requires a vote from the general PTO. The request is as follows:

Kiln (replacement).....\$2,940.00

Clay and general art supplies including: clay, clay cutters,
sponges, glazes, pencil sharpeners, printmaking kits,
markers, Cray-pas, drawing paper, construction paper,
model magic, glues, and paints\$5,490.74

(TOTAL) (\$8,436.74)

Minus amount already funded by PTO.....-\$2,500

Amount to vote at meeting tonight:\$5,936.74

Inquiries have been made with the Artist Supply Store and Carnegie Art Supply for a better price on the kiln. Abbie determined that Carnegie Art Supply will give 20% off the teacher's price with no shipping. There will be a constant need for clay if the school has a kiln, so is this not a good idea? Shannon believes parents will donate the clay, and it is inexpensive. Having a kiln is also a good selling point for the school. It's something that would be available at the gifted center. Tony moved to fund the art supplies as set forth above, with the caveat that we would find the best price for the kiln. Abbie seconded the motion. All present voted yes with two abstentions.

7. New Business Rachel Rosenfeld presented information and a handout for a program offered by Community Day School entitled "Parenting in our Technological World: Internet Safety and Developmental Concerns" to be held March 19, 2012 from 7:30-9:00.

Secretary Marjorie Minkler