**oulevard PTO Meeting Minutes October 7, 2015**

**In Attendance:** Traci Carpenter, Erin Zelin, Neal Robinson, Lauren Rollins, Brenda Kline, Ramona Lowery, Joanna Long, Xoiaoyong Fu, Miki Graban, Barbara Brown, Michele Narens, Jennifer Sekeres, Beth Gillespie, Naomi Hollander, Scott Shelfer, Patty Stevenson, Anthony Peebles, Konnie Perrone, Laurie Brem

1. **Meeting Called to Order:**

* Erin officially called the meeting to order at 7:06 PM*.*

1. **Approval of Minutes:**

* September 2, 2015 minutes approved

1. **Guest Speaker: Amanda Schindley of AVI**

* Amanda Schindley of AVI joined us for the evening and presented an overview of the school lunch program offered through the Shaker Heights school system. She reviewed the requirements of the National School lunch program. She explained the new salad bar offering and brought a sample salad to share.

1. **Treasurer’s Report: Tony Peebles**

* Tony presented the monthly financial report.
* An audit will be completed in advance of the next PTO meeting. Results will be shared at the November PTO meeting.

1. **Principal’s Report: Neal Robinson**

* MAP assessments have been completed. This testing is administered three times per year. Results will be reviewed with parents during conferences.
* The Business Leadership Team has been meeting in preparation for the IB re-certification process. A May evaluation will be completed.

1. **Teachers’ Report: Lauren Rollins and Brenda Kline (teacher reps)**

* The teachers have been busy planning for the Halloween party.
* Parent/Teacher Conferences are November 2 and 3. We are aiming for 100 percent participation.

1. **VP Reports**
   1. **Communication- Jennifer Sekeres**
   * Introduction letter has been sent out to room representatives.
   * Halloween Party scheduled for October 30, 2015. Kindergarten party will be in the morning. Party for grades 1-4 will be in the afternoon.
   * All submissions for the Friday Flyer should be submitted to boulevardfridayflyer@yahoo.com.
   * The Friday Flyer will no longer contain community events. The Friday Flyer will only contain school related events.
   1. **Educational Enrichment- Patty Stevenson**

* Math and Science Night is being planned for November. Larry Baum will be chairing the event. Snapology will be joining in on the night with Lego activities.
* Chess Club is underway.
* We presently have 4 volunteers for Book Bunch but we are in need of additional volunteers.
* Registration for Snapology has closed. This program drew a large interest.
  1. **Financial Management: Ramona Lowery**
  + Boulevard Night at Dewey’s Pizza in Cleveland Heights will take place on November 2, 2015.
  + Kalahari fundraiser will take place on January 21, 2016 this year. Room rate will be $119 per room. Rooms must be booked by December 21, 2015.
  + Pumpkin Sale is October 23, 2015. This year, we will also be selling pizza by the slice and bags of Halloween candy. We did order 50 fewer pumpkins because the prices increased this year.
  1. **Outreach- Beth Gillespie**
  + Back to School Bash was not able to take place on September 11, 2015 due to inclement weather. Discussions took place as to whether or not we should consider a rain location for in the future.
  + This year we will run a sock drive in honor of Socktober. All socks will be donated to the homeless. A school goal of 500 pairs of socks was set. We will promote event with flyers and posters.
  1. **Parent Education & Advocacy – Nicol Coxon**
  + International Families Pumpkin Carving Party is scheduled for October 23, 2015. Everyone is welcome.
  + First International Family Potluck was very well attended. Approximately 100 people in attendance.
  + International Family ice cream party will take place on May 6, 2016.

1. **Old Business**

* Discussions took place regarding the possibility of setting up an Amazon Smile account. The consensus was that we continue to pursue. All in attendance were open to sharing account with one or more other Shaker schools.

1. **New Business:**

* There is a line item in our budget for a visiting author. We budget $1000 per year for a visiting author. Historically, we have used the funds every two years to fund an author visit. However, in recent years we have been fortunate enough to be able to share the expense with other schools and have spent under $2000 (generally $1200 or less). All in attendance were in agreement that if we can bring an author in every year or every other year is fine as long as we don’t exceed the $1000 per year budgeted. We have been approached this year with an opportunity to have another author visit and share again with another school. Our librarian is working on this and is aware of the $1000 line item budget.
* Discussions took place regarding a suggestion to possibly purchase new water fountains for the school that have a special water bottle filler attachment. We agreed that any bigger purchase would be reviewed toward the end of the school year once we determined how much we have in extra funds. However, a suggestion was made to sell water bottles as a fundraiser for this project. No decision was made. Additional research will need to be completed.
* Erin Zelin reviewed a summary of the PTO Council meeting she attended in September. PTO Council meetings are once per month. Dr. Hutchings will have Brown Bag Lunches with the PTO Presidents. Questions can be given to PTO Presidents to review with our superintendent during these meetings.

1. **Adjournment:**

* The meeting was adjourned at 8:41 PM