**oulevard PTO Meeting Minutes March 4, 2015**

**In Attendance:** Colleen Longo, Lauren Rollins, Bill Clawson, Beth Day, Kate Bennett, Ramona Lowery, Barb Horrigan, Naomi Hollander, Nicol Coxon, Marcie Mennes, Emily Shrestha, Erin Zelin, Traci Carpenter, Sarah Pernsteiner, Patty Stevenson, Dori Katz

1. **Call to Order:** Beth Day officially called the meeting to order at 7:07 PM***.***
2. **Introductions:** Introductions were made since new attendees were present.
3. **Approval of Minutes:** November 19, 2014 minutes approvedby Patty Stevenson and a second by Erin Zelin
4. **Principal’s Report- Colleen Longo**

- PARCC testing is underway for 4th grade students, no problems experienced so far. Students are using the computer lab that was upgraded in January.

-End of semester testing is also in progress for grades K-3 and coming to an end soon.

-Report cards will be issued soon.

-Request was made for benchmark data. Mrs. Longo indicated that data sheets may be sent home by teachers. If parents do not receive, they can call the office to request. MAP assessments from the District forthcoming soon, via mail.

-No more advanced placement testing will occur at Boulevard, will now take place at Woodbury. For additional information since the entire process is changing, a suggestion was made to reach out to the Woodbury vice principal now.

-No danger of a longer school year as a result of the snow days since the number of seat hours by each student is taken into consideration. Shaker has enough hours built in so that an extended schedule is avoided.

-4 teachers are retiring at the end of the school years: Mr. Austin, Mr. Hill, Mrs. Potter and Mrs. Messina. Mrs. Longo is working to ensure that these positions are filled prior to her retirement. A point was made by a parent that this leaves “zero” male teachers at the school. Mrs. Longo indicated that this observation was made; the best teacher however will be considered in the selection process although diversity is an objective.

1. **Teachers Reports – Lauren Rollins (teacher rep)**

-Valentine’s Day parties went well. Good support was received from parent volunteers.

-Teachers are now preparing for Book Fair.

1. **VP Reports**
   1. **Communication- Barb Horrigan**

* *Room Reps will be contacted to get volunteers for Book Fair*
  1. **Educational Enrichment- Naomi Hollander**
* *Science night* went well although there was low attendance. Larry Baum will take over next year but Science and Math Nights may be revamped next year.
* *Chess Club* is going well. 2 people have volunteered to take this task over next year.
* *Book bunch* is going well and is winding down.
  1. **Financial Management- Nicol Coxon**

-*Kalahari* will be in the Friday flier this week. At least 30 rooms must be booked in order to ensure that the event is profitable.

-*Book fair*: set up will be this Friday. Theme this year is “Under the Sea.” At least 5 more volunteers are needed for family night from 3:30 – 9:30 pm. Another message will be sent out this week for a reminder. Students will complete a wish list on Monday or Tuesday; each child is entitled to a Bonus Book with a value of $5 (parents must agree to the selected book and sign off on the sheet); teacher preview/breakfast will be Monday. Students will not come back to the book fair a second time. Volunteers will fill and deliver orders Wednesday – Friday. Teachers will fill out wish list and parents/families can purchase those as a way to give back. Parents will have the opportunity to leave funds so that teachers can buy books of their choice. It was confirmed that finger printing is not an issue for volunteers since they will not be left alone with students. The coin drive used to offset the cost of the “bonus books” will extend into next week since poor participation received thus far.Sticker reminders will be sent home this week. Suggestion was made to do an announcement for the students.

-*Boutique:* t-shirt orders are going well, $400 received so far for preorders. Lauren Rollins volunteered to send an email out to her fellow teachers reminding them that the shirts are available for purchase. Shirts will also be available at the ice cream social. A suggestion was put forth for a contest for students so that they have an opportunity to design the shirts.

* 1. **Outreach- Marcie Mennes**

-2/22 *ice skating party* at Thornton Park went well, number of attendees not yet reported.

-*Ice-cream social* is on the horizon. A call for volunteers will be made soon.

-*Clap out:* suggestion made to start the process now so that there are no delays as previously experienced due to PARCC and other testing. Mrs. Longo thinks that the testing will not present an issue since the procedure/schedule is different than the OAAs previously taken. Patty Stevenson volunteered to share her information on t-shirts.

* 1. **Parent Education & Advocacy – Beth Day reported for Angela Bailey-Sundahl**

-*Boys (3/23)/girls night (3/24)*: Request received from Janet Meinhard (school nurse) to have the PTO purchase the books that parents normally pay $5.00 for. Motion was made and accepted for the PTO to purchase the books. $950.00 will be the revised budget for the two nights. This cost will include the students’ books, food for the event, goodie bags for students and gift cards for the doctors. Info will go out in the Friday flier soon. Suggestion was made to expound on the activities for the evening so that parents are aware of all particulars that will be covered. Mrs. Longo volunteered to take the lead to work with others in the District to make sure that the wording is consistent and that the activity objectives are clear so that parents feel comfortable attending.

1. **Treasurer’s Report- Kate Bennett presented for Tony Peebles**

-Kate distributed a treasurers report (refer to report)

-Error made with the Teacher Discretionary funds where some were overpaid. This matter is currently in the process of being resolved. Reminder that teachers will only receive a max of $150.00.

1. **President’s Report- Beth Day and Kate Bennett**

-Beth reported on PTO council meeting: Dr. Hutchings spent first hour taking questions. Indicated that parents will be contacted to participate in the principal search. The top 3 candidates will have an interview where any Boulevard community member can ask questions. Additional information forthcoming. The principal position has not yet posted. Mrs. Longo indicated that she will leave a wealth of information to ensure that the new principal has a great transition; Mrs. Longo is also putting a team together, of Boulevard staff that will also assist the new principal with the transition process. Mrs. Longo will be looking for parents to provide input as to what they feel is important in a new principal. Dr. Hutchings indicated that he will try not to cancel school for any additional days and is considering a 2 hour delay if we have inclement weather that will resolve itself by mid-morning. Dr. Hutchings indicated that he is flooded with emails positive and negative when a cancellation occurs.

-Kate requested that VPs make sure that the PTO event summaries are completed so that the incoming person is aware of what that role requires. Kate and Beth are working on getting the form electronic so that people can easily complete on line.

-Beth and Kate have been working on a “glossary of events” so that new families are aware of all events and particulars. The glossary will be translated into several different languages. Additionally, basic job descriptions have been written up and can now be viewed on the PTO website.

1. **Old Business**

-None reported

1. **New Business:**

-Erin Zelin indicated that the *executive slate* will be introduced and is going out in the Friday flier this week. Positions will post for 30 days. The executive board is complete; still looking for a few chair people for particular events.

-Bill Clawson reported that the new teacher contract was just approved by over 96% of the teachers. New process was used, interest based bargaining where both parties brought their requests to the table. Reminder: Red & White is this weekend, hopes to see everyone in attendance. Encouraged people to go online and view the state of the schools address if they were not able to attend.

-*Lego program* being proposed as an afterschool activity for next year. Program will be for 6 weeks, cost will be $72.00, sign up will be through the recreation center, late bus will be provided. Program will focus on science, technology, engineering and math (STEM) fields and common core standards. There will only be 24 spaces available.

-All PTOs have been asked to contribute $50.00 to the African American Scholars program to assist them with putting on a *prom for senior citizens.* A motion was made and accepted to contribute $100.00 to ensure that the youth have a successful event

1. **Adjournment:** 8:34 PM

**Boulevard PTO Treasurer’s Report**

**January-February 2015**

Balance brought forward

**December 31, 2014 $16,926.15**

**Total Receipts 0.00**

**Expenses**

01-07 #1243 Angela Anderson – classroom items $150.00

01-20 #1240 Kid Stuff –sales proceeds $1325.00

01-26 #1244 Caitlin Kempton $40.00

02-23 #1250 Jennifer Goulden – classroom items $158.17

02-24 #1245 Leslie Dinovi - landscape beatification $115.65

02-24 #1246 Thorton Park – Skating Party $410.00

02-25 #1247 Legal News Publishing – Boulevard Times $520.00

02-26 #1248 Teri Cone- classroom items $145.84

**Total Expenses: $2864.66**

**Ending Balance February 28, 2015 $14061.49**

Notes

\**If you are in charge an event that generates revenue please complete the attached Event Financial Report – This will assist me in reporting accurately for audit.*

*\* If you have expenses that need reimbursement, please complete a check request form (available in the office) and attach your receipts before turning them in to the treasurer.*

Respectfully Submitted, Tony Peebles, Treasurer