**oulevard PTO Meeting Minutes May 13, 2015**

**In Attendance:** Jennifer Sekeres, Patty Stevenson, Erin Zelin, Traci Carpenter, Beth Day, Kate Bennett, Miki Graben, Ramona Lowery, Bill Clawson, Sarah Yang, Lauren Rollins, Colleen Longo, Barb Horrigan, Carrie Shelfer and Beth Gillespie

**Apologies to:** Tony Peebles, Scott Shelfer, Naomi Hollander, Angela Bailey Sundahl, and Nicol Coxon

1. **Call to Order:** Kate officially called the meeting to order at 7:09 PM***.*** Kate extended an apology for non-distribution of agenda
2. **Approval of Minutes:** April 8, 2015 minutes approved
3. **Miscellaneous item:** Tionna from Girl Scout Troop 225, completed a presentation
   * Troop has become certified for babysitting with the American Red Cross.
   * They will post fliers in stores and other places to advertise their services
4. **Principal’s Report- Colleen Longo**
   * Top two principal finalists identified, external candidate Rachel Edwards and internal candidate Neal Robinson, assistant principal @ Lomond. Comment cards will be left after meet and greets; cards will be given to Dr. Hutchings and staff. Mrs. Longo believes that both candidates are great. 6/26 is Mrs. Longo’s last day, 7/1 new principal will begin.
   * Mrs. Longo has conducted brainstorming sessions to identify over 160 tasks so that the incoming person is aware of needed steps and who to contact. “Go to steps” have been put into an excel sheet. If needed Mrs. Longo or building secretaries can return to assist (8/1)
   * Secretaries will be here long enough to place orders & help new secretary transition
   * Mrs. Longo is completing the class list
   * New principal will do kindergarten list
   * Brenda Kline will become 4th grade teacher. Ms. Golden will become new IB coordinator. Kathy Eagleton is going to 2nd grade; hiring new 4th, 1st and 2nd grade teachers. There will be 3- 2nd grades and 3- 4th grades. May 28th interviews begin for the teacher positions. Parent assistance needed for all day 9am-4pm send email to Mrs. Longo if available to assist.
   * Students have completed all testing
   * IB exhibition is underway; all parents invited & encouraged to attend
   * Re-Authorization in progress for PYP School

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

* + Thanks for the pie buffet from simply delicious pies for teacher appreciation week
  + 20 days left
  + Encouraged to come and participate @ child’s music class, this is the last week
  + There will be a new PTO teacher representative along with Lauren next year

1. **VP Reports**
   1. **Communication- Barb Horrigan**
   * Boulevard times is coming out again
   * Concurred with teacher report RE: teacher appreciation week
   1. **Educational Enrichment- Naomi Hollander (presented by Beth)**
   * Field day planning is in progress. Field day will be different this year, is from 2:00 pm - 3-15pm for the entire school at one time. There will be 16 stations for the students to visit.
   1. **Financial Management- Nicol Coxon**
   * Made $32 @ Deweys so he gave us $50
   * 17 rooms reserved at Kalahari
   * Carnival planning is underway:
     1. Chairs are in place for all 4 areas needed: tickets, food, prizes and volunteers/games which Nicol will handle
     2. Assistance is still needed to transport games to the school. Nicol is working on redesigning new games i.e. sponge Bob
     3. Coolers are needed the day of the event
     4. Sign up through sign up genius if available to assist with any items
     5. Kate is recruiting face painters
     6. 12 high school students have volunteered to assist. The 5th – 8th grade students that have offered to volunteer for the event will not be allowed to do so UNLESS they are on site with their parent and working at a station location with their parent
   1. **Outreach- Marcie Mennes**
   * Kindergarten round ups in progress
   1. **Parent Education & Advocacy**
   * Not present, no report was made
2. **Treasurer’s Report- Beth presented for Tony Peebles**
   * Revised version sent by Tony & will be included in minutes
   * Teachers reimbursement requests due 5/22 to allow Tony time to complete audit

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

* + Kate went to PTO council meeting; discussion about high school principal search was well attended, over 100 focused parents, students attended
  + AVI did food sample. AVI gets food from local producers which allow students to load up on salad bar. Children that were buying food loaded up. Kids not buying school meal can pay $1 and partake of this offering bar. Bar cost $1000 - $2000, motion made for Boulevard PTO to purchase. Request for Kate, prior to purchasing: confirm that AVI will provide staff for the offering bar so that no Boulevard staff or parent participation is required. Onaway has this program in place and it is working well. Suggestion made to possibly create new PTO position to coordinate volunteer parents if needed; Kate will contact AVI to work out all of the particulars
    1. Vote on table: if $2000 or less and AVI fully manages vote on floor to purchase so that this is rolled out before schedule starts

1. **Old Business**

-None reported

1. **New Business:** 
   * Beth-swore in new slate 2015-2016 [Erin requested that everyone check their contact info for accuracy requested so that the proper names are turned into the District]; Three officers were not present and were therefore contacted by email and agreed to meet requirements
   * Beth: demo of PTO forms now available online completed forms go to Blvd PTO gmail account for presidents and webmasters to view
   * Request will be made by current VPs to complete for events from current year
   * New afterschool Program being developed for next school year. Potential ideas: “girls on the run” for 3rd or 4th grade students to spend 12 weeks with girls discussing positive messages, builds confidence for young ladies; program is concluded by a 5K run. Lego Club will be run through Shaker Rec.
   * Mrs. Longo would like to create a 360 degree math lab. Kids would go to an area for problem solving group work + calculations, Onaway + Fernway have similar labs and it is going well. Multipurpose room here is available for a similar set up. Teachers would work in the center of the room and students would sit and work around the perimeter of the room solving problems
     1. Teachers would present complicated problem starts to solve, student groups will work together to solve; Mrs. Longo is working on grant request for additional funding needed to complete this room. Mrs. Longo wants to purchase cupboards, 12 magnetic white boards and manipulatives so that items stay in the lab. There would be 20 sessions/week so that students go to the lab twice month.
   * $3000 manipulative request for Boulevard PTO to match $3,000 grant that Mrs. Longo is working on
   * Cost TBD: cupboards, magnetic white boards
   * PTO members present, approved to move forward assuming Mrs. Longo received the initial $3000 grant money
   * Kate gave a **big thank you to Mrs. Longo** + Mrs. Longo echoes the thank you
2. **Adjournment:** 8:56 PM