



PTO Meeting Minutes March 20, 2008

1. **Call to Order** – The meeting was called to order by Sarah Bender at 6:33 p.m.
2. **Staff and PTO Board Present** -- The following staff and Officers were present:
 - Staff: Mary Salter-Kindergarten, Lisa, Jenn Weese-Principal, Linda Dowd-1st grade/Literacy Coordinator, Laura Grapner-speech language
 - PTO Officers: Sarah Bender-President, Ann Ryan-Vice President, Toni Masters-Treasurer and Leslie Maegley-Secretary
3. **Treasurers' Report** – Toni Masters
 - The office loaned us \$3,000 and we paid them back, so that is no longer an outstanding debt.
 - As promised, we transferred 60% of the total raised through the Check Writing Campaign into teacher accounts. The amount transferred was \$4,308 into 36 staff member accounts.
4. **Staff Requests/Comments** -- Jenn Weese/Staff
 - Our students are really, really happy that we got to keep Razz Kids. During the meeting, several thank you notes were read written by students who were thankful that we decided to purchase Razz Kids. Thanks to the PTO for their support!
5. **Parent/Teacher Conference Meals Report** – Dani Thiret, Chair-Staff Recognition Committee
 - We used a Spring-colored theme and had little buckets with gum, M&Ms, and other small snacks.
 - Starbucks donated coffee, we did breakfast and somebody brought chocolate covered strawberries, which were really popular.
 - We delivered lunches to all the classrooms. Lots of people donated soups, salads and appetizers and then we had dessert.
 - Then there were about 6 of us who stayed and cleaned up.
 - Sarah read several thank you notes regarding the Parent/Teacher Conference meals that were provided.
 - Thanks to Dani and the Committee members' efforts and support.
5. **Check Writing Funds Disbursement** – Jenn Weese/Sarah Bender
 - We made \$7,180, of which 60% and resulted in \$119.66 per teacher which wasn't a whole lot, but only 126 families participated, so really \$7K is a lot. Every grade level gets over \$500, which is pretty good.
 - \$2,872 is left from the fundraiser, so the 40% of the total amount earned is the amount that we can spend on other items.
 - Jenn met with all the teachers and there are 3 items that the teachers felt would be good options for spending the 40% on: (1) recess equipment (indoor games/activities and outdoor equipment), (2) lower-case alphabet die cuts, and (3) color printer cartridges, which are \$200 per cartridge. The current budget for color cartridges is \$67,000 per year. We're presenting it for discussion that we want to take part of the money and allow kids to vote on what equipment we purchase.
 - We'd like to get a list of equipment that would be approved and take that to the kids to vote on their top choices.
 - Due to CSAP, we have not been able to move forward with the voting process, but would like to move forward the week after Spring Break. The Board would like to hear input from those present about how to proceed. The following motion was made:
 - **A motion was made and duly seconded to divide the 40% in half with 50% being allocated to die cuts and ink cartridges and 50% to indoor recess and outdoor playground equipment as voted on by the kids. The motion passed unanimously.**

6. **Crossing Guard** – Matthew Elliott, Chair-Crossing Guard Committee

- Matthew has done a ton of research on crossing guards and you can take them as deep as you want to. He believes what is needed are 3 crossing guards and that we should pay for them vs. trying to pursue volunteers. Paying for them will promote a lot of consistency, especially in the beginning to get it launched and get it steady. There needs to be a lot of up front communication to families and students about where they're support to go, where they're supposed to walk, take their bikes, when to cross, how to be polite and safe drivers, what is legal and not legal, etc.
- Funding options can include grants as well as volunteers and Matthews recommends we pursue all types of options once the program is launched and working well.
- In his research, he looked at Boulder Valley School District's program which is top notch. They have paid police officers, grants, and volunteers to get people to walk more to school. Matthew has calls into the guy who started the Boulder Valley program to tap into his experience and lessons learned.
- There are several open questions:
 - The City will carry liability for volunteers but Matthew needs to check on whether paid employees will be covered.
 - We also need to review the question of employee vs. contractors.
 - It was suggested that maybe we try to find a company to payroll our people through. We could secure the people and payroll them through a temp agency.
- Matthew requested that we allocate \$2,000 from the 2008-2009 school year budget to get our program. That figure represents paying \$10/hr with the 3 posts covered a.m. and p.m., it works out to be about \$2,000/yr plus equipment. Mary Salter said that we might need to have crossing guards in the 2009-2010 school year at the midday Kindergarten pick-up if we have a lot of ½ day classes. Sometime to consider next year.
- **A motion was made and passed unanimously to allocate \$2,000 in the 2008-09 budget to the Crossing Guard program.**
- The crossing guard situation continues to generate a lot of concern among people, resulting in a brief discussion about the things people have observed:
 - The Hug and Go lane is a problem when people cannot get in and out
 - There is a bus driver that has almost taken out kids who are walking
 - People come "in" the "out" entrance of the parking lot
 - People do unsafe u-turns (unsure whether this is legal or not)
 - Drivers turn at stop sign when pedestrians are on the other side of the intersection, but still in the crosswalk.

7. **Father/Daughter Dance** – Lisa Wagner, Co-Chair, Father-Daughter Dance Committee

- They decided on "A Night on the RedCarpet" theme with a pink and chocolate color scheme; there will be a DJ.
- They will be putting up a sign-up sheet for decorations, dessert and drinks.
- They hope to have a photographer to take pictures and talk to the girls about their dresses, hair and make-up, etc – sort of like paparazzi and interviewers on the Red Carpet.
- We need a volunteer to help with invitations, which need to be out in early April. Wendy Highfield (Stampin' Up) said she could help, but will be on a cruise in early April, so she will need some help. Ann Ryan volunteered to help with invites.
- There was discussion on whether to do horse & carriage rides or limo rides again and most people felt the horse and carriages should be done again. Ann has some suggestions about how it could be organized better to run more smoothly.
- Cost for the event: Last year's cost was \$28, but should be lower because we won't be doing dinner – just dessert. We also made money last year.
- Jenifer Harrington volunteered to take pictures for the event.

8. **SCRIP** – Allison Duchak

- Since launching the program, we've had \$24,000 in sales and we've earned approximately \$1,500 for Meridian.
- We're going to be doing more calls and putting out flyers on a weekly basis to remind people of the program.
- We've had a real reduction in SCRIP participation, so Allison and Pam Burgess have come up with some proposed incentives to increase participation.
 - We'd like to put the names of families who purchase SCRIP in any given week into a drawing for a \$10 gift card.

- We'd also like to give the classroom with the highest dollar sales a \$50 gift card to use to an end-of-the-year party.
- We're trying really hard to move away from candy and ice cream because we have quite a few kids with allergies, so other incentives like sticker packs were brought up.
- **A motion was made to allocate \$100 to the SCRIP Committee to use for incentives. The motion was passed unanimously.**

9. Meridian Family Movie Night – Ann Ryan & Leslie Maegley

- Family Movie Night is scheduled for Thursday, April 10 at 6:30 pm. The BASE license covers our showing of the movie to the whole school.
- We will be showing “Snow Buddies” and providing popcorn, red licorice, and water at an “intermission” midway through the movie.
- A flyer will be sent home April 4th and the Board will be working this one allowing everyone else to come and enjoy the fun as a thank you for all the support and participating in Meridian fundraising activities this year.
- Thanks to Lisa Meier (Science & Technology) who will be providing AV for the evening.

10. By-Laws – Leslie Maegley

- We looked at By-Laws from various schools in Colorado and in other states. Ultimately we elected to use those from Hunters Glenn as our model. They were drafted by an attorney.
- Leslie reviewed the By-Laws, highlighting some of the most important pieces.
- Sarah pointed out her resignation letter on the back of the Agenda and said she is sorry she is not fulfilling her 2-year commitment.
- Jenn stated that it would be her preference that at least two Officers stay on the Board from year to year, so that there is some consistency and stability on the Board.

11. Positions for 2008-2009 School Year – Sarah Bender

- See the By-Laws and the Nomination Form for the complete list of positions.

12. Other 2008-2009 Volunteer Opportunities – Sarah Bender

- Broomfield Day Parade – getting us signed up and sending home a flyer. Dana Lulich, if we want to participate in it last year. We don't have to have all the other stuff. We can just go, sign-up and be in it.
- Kristine Rosen has said she will continue on for restaurant nights for next year. Mrs. Sherwood's class won the most representation at the Chick-fil-a night. Kristine said it went a lot more smoothly than McDonald's Night.
 - Red Robin is scheduled for April & Cold Stone is scheduled for May.
- Allison is planning to take over for Pam next year and is looking for an assistant.
- Welcome Back Staff Luncheon and Back to School Night volunteers.
- Back to School Night & Welcome Packets –
- Boo Hoo Yahoo –

13. Upcoming Events

- Movie Night – April 10th
- Red Robin Restaurant Night – April 15th
- Father/Daughter Dance – April 25th
- PTO Meeting – April 17th

14. Meeting Adjourned – The meeting was adjourned at 8:09 pm.