

## Washington School PTO Minutes

March 7, 2011

**Call to Order:** by Patty Kelly 6:33 at Washington School

**Board Members in attendance:** Patty Kelly, Amie Keeton, Courtney Turnbull, Diane Uhls, Angie Baker

**Attendees:** Josh and Tammy Houtzel

**Teachers:** Mrs. Mathy, Ms. Killian

**Principal:** Jeff Lockenvitz

### **Consent Agenda**

**Minutes from February meeting** approved. Motion to approve by Josh and 2<sup>nd</sup> by Ms. Killian.

### **Board member reports:**

#### **Principal Report**

Mr. Lockenvitz recognized all who are involved in creating the school newsletter. The newsletter is great quality, interesting and well put together. Mr. Lockenvitz advised he issued a notice to parents regarding parking in front of driveways on Grove Street during after school pickup. Drivers could receive a ticket of \$125 for blocking a driveway.

***Library Renovations:*** New furniture, desks, chairs and computer tables will be delivered and assembled during spring break. The new arrangement will create an inviting atmosphere for the children. Cost is approximately \$16,000. The ceiling will be addressed over summer vacation.

ISAT program started March 7<sup>th</sup> for 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grades. Mr. Lockenvitz will increase incentives for students to promote good behavior and school event participation. Dr. Riley would like to talk to the PTO and the board agrees that the April 4<sup>th</sup> meeting would be a good time for him to visit. Ms. Killian commented this would be a good opportunity to thank him for hiring additional teachers this year which has maintained smaller class size that benefits students and teachers.

#### **President report**

***Newsletter changes*** - Patty suggested e-mailing a newsletter link to families may make it easier to access the newsletter which is now on line. She advised there is a free

service called Parent Express that would enable us to create that link. The down side is the link would include one advertisement. Mrs. Mathy advised there is another option through Constant Contact, an e-mail newsletter database, to create a link. The downside is the service has a small monthly fee of \$12.95. Also, it may be possible for the school to send an e-mail directly to parents with the newsletter link. Patty and Amie will work together to research most practical option.

**Tours** will be provided during Kindergarten registration on April 13<sup>th</sup>. Ms. Killian offered to get 2 or 3 volunteers per shift to do the tours.

**Project and ISU American Democracy Project:** Monday, April 4, 6:15-9:00 p.m. in the Prairie Room of Bone Student Center, ISU (during April PTO general meeting).

**Note:** Need carnival chairperson for next year.

### **Vice-Presidents report**

**Proposed slate of officers for 2011-2012** – Amie and Courtney are in the process of recruiting for next years' Vice President Position. No names have officially been proposed.

### **Secretary report**

**No report**

### **Treasurer report**

Diane advised the IRS has officially waived the late tax filing fees. Expenses noted: \$300 Hamilton Memorial Education Fund, \$708.01 for Market Day vouchers and \$4000 for We Fit In. Current balance is \$26,734.74. In addition, Diane created an advertisement board illustrating 10 reasons to get involved in PTO. The board provides practical information in an attractive, professional format that lets people know why PTO is important.

### **Teacher Reps**

Ms. Killian explained currently PTO gives 2 - \$200 college scholarships for former Washington school students who continue their education in District 87 every year. A request by Rhonda Kasper asked that we consider increasing the scholarship amount for next year. At this time, the board agrees that 1 - \$500 scholarship makes sense. Topic will be discussed for implementation next year.

Mrs. Mathy advised it is time to enlist help with baskets for the school carnival. The process of implementing this project has been stream lined and carefully outlined for future carnival basket coordinator.

### **Old Business**

Approve by-laws amendment to allow Danny and Diane Uhls to serve one additional term as treasurers. Motion to approve by Courtney and 2<sup>nd</sup> by Amie. Josh suggested it may be helpful to have future treasurer shadow current position for easier transition.

### **New Business**

Directing Market Day profits to different grades each month has been for the most part successful and helpful for teachers. Though there has been some confusion as to which months profits go to which class, all agree to continue the process next year and make revisions as needed.

Recycle bins are going to be purchased from city. Kelly Mathy has a call into the city and will update when she hears back.

Motion to adjourn at 7:43 by Patty Kelly