

NPTO Meeting Agenda Monday, January 3rd, 2011

Meeting was called to order at 4:05pm

I. Roll Call! (Julie) In attendance: Julie Sheahan, Hope Schwartz, Tom Lockhart, Franc Garcia, Mary Corrigan, KD Athow, Emily Smith, Jane Lagerquist, Cheryl Farr, Jan Beebe, Kate Tetmeyer

II. Minutes/Agenda additions (Julie)

November & December meeting minutes were provided. No one had additions or questions. Minutes were approved.

III. Parent Check-in (Julie)

1. Parent items added to agenda are: Golf Event, School Tool Box, YMCA Care, Roller Skating Event.

IV. Quick Updates

A. Room parents/Work Groups (Julie/KD/Jan)

- KD didn't have anything to add. Liz said that the Winter Wonderland for the 4th & 5th graders was a huge success. She also thanked the PTO for their support with the end-of-term cookie and hot chocolate. It also went well.

- There was a discussion about the conference meals. Jane mentioned that several people who had promised to bring items didn't show up. Mary Corrigan said that the Upper Campus didn't have enough volunteers in this area. She only has 5 parents in her group to provide meals for events.

- Jan felt that there was more than enough food at the conferences and that some had to be thrown away.

B. BoD Liaison Brief (Kate)

There was no board meeting in December. There will be an open forum hosted by the Board on January 20th at 6:30 at the Upper Campus. This is an opportunity for parents to get feedback from the Board Members. There will be a board meeting on January 24th at 6:30 at the Upper Campus.

- Kate also mentioned that Target gift cards are now available through the scrip program. They offer a 2% rebate on their cards.

C. Spirit Wear (any feedback?)

- Hope wore a scarf that she purchased. She felt the products she had purchased were good quality and fairly priced. Liz had looked at the site and liked it.

D.Science Museum resource program (KD)

- KD briefly explained the program again. She has put out the information and is waiting to hear back about interest.

V. Discussion/Action Items

A. Financial update (Franc)

The newest update was not available. Franc said other than a few deposits at the end of the year there have been very little changes.

-taxes/state reporting plan (Franc)

- Franc told the meeting that the bookkeeper who was approached to do the books and taxes is not going to work out.

- Franc and another parent are in the process of inputting last year information into QuickBooks. He is confident that this can be done before the tax deadline of January 15, 2011. If it is not done another extension will be filed.

- Mary Corrigan (the former treasurer) added input about what was done during the tax filling last year.

B. Coffee systems (Julie)

i. Event (Julie/Jane)

- Julie has contacted Bull Run Roasters about buying and setting up a coffee brewing system for larger functions. They would provide installation at a cold-water tap. They would also provide a maker & services as well as the coffee. The coffee would cost about \$7.80 per pound (delivered).

- There is also the option of purchasing brewed coffee in Cambro (insulated coffee carrier) from J & S coffee. The

next school function is the The Showcase at the Upper School. It was decided that J & S would be used at this event. The volunteers will see how things go with this event and decide if another system should be used.

ii. Staff (Miranda) – no comments were made.

VI. Public Comment on today's discussion

1. Hope will provide administration with 2011-2012 School Tool box lists for approval.
2. Jan Lagerquist updated group on the Golf Event. There was a discussion about whether this is a PTO event. It was determined that it can't be a PTO event because the PTO, as a non-profit, can't have special funds within their budget.
 - Jane has contacted Leah Rogers who is the head of the Athletic booster. They will talk about this being a school event to help raise money for the athletic department. The PTO will help find volunteers.
 - The Golf event is scheduled for May 15th.
3. The school Carnival will be held on May 21st. Hope is in contact with the Usborne Book Rep to secure that date.
 - Hope will contact Brian to put this date on the web calendar.
4. In response to the YMCA program closing: Tom Lockhart has found after school care at Sandcastles. They will bus children to their site from school. Hope has found care at the JCC. Jan Beebe also mentioned the Whole Child is another option.
5. Tom Lockhart also told the meeting that he is a member of the Astronomy Society. He wondered if there might be some interest at school. The suggestion of a Great Gathering party was made, or an after school club.

VII. Adjourn at 5:05pm.

