

## November 2007 PTO General Meeting Minutes

Wednesday, November 7, 2007

Call to order at 6:07 p.m.

### Attendees:

Ann Staab

Carol Berg

Donna Gaetano

Donna Phelps

Gretchen Biltz

Heather Sorensen

Janine Pongratz

JoAnn Sears

Joe Ortiz

Joe Rodriques

Johnna Miller

Kim Maryhew

Kristi Bigelow

Laralyn Galizia

Marjorie Davies

Meg Schreiber

Michelle Gilmore

Raquel Ikei

Sandi Rodriques

Shari McConnell

Stacey York

Terri Kellen

### Principal's Report – Terri Kellen

Terri announced that both overrides passed and thanked everyone for voting and encouraging others to vote.

Pueblo received the "Highly Performing" label from the state. We are well on our way to reaching the "Excelling" mark.

When PTO wants to use the cafeteria or any of its equipment, we need to clear it through Robin or Michele Russell. Everything must be cleared prior to use.

Terri thanked Sandi Rodriques for spearheading the Used Book Sale.

Stacey York and Terri wrote a grant request and received a \$13,000+ grant for a writing program and for after school tutoring. This takes some of the pressure off from not receiving many tax credit donations.

### Secretary's Report – Kristi Bigelow

**MOTION:** To approve the minutes: Donna Phelps  
**Seconded:** Stacey York  
**Vote:** All in Favor  
**Minutes entered into record**

### Treasurer's Report – Donna Gaetano

We have received approximately \$4,800 in PTO memberships. The Pumpkin Patch lost about \$1,100, which is typical. The printers that were approved last spring are on order.

**MOTION:** To accept the Treasurer's Report: Johnna Miller  
**Seconded:** Gretchen Biltz  
**Vote:** All in Favor  
**Budget entered into record**

### OLD BUSINESS

#### Committee Reports

#### Box Tops – Donna Phelps

Mrs. D'Ambrosio's class won the Pumpkin Patch Box Tops Challenge and each received 10 tickets. Mrs. Meditz's class was second and Mrs. Krofchick's class was third. Donna submitted about \$500 worth of Box Tops and should receive the check in December. She also ordered an easel, playground balls, and jump ropes from Campbells.

#### Membership Drive – Racquel Ikei

The competition is over and the pizza party will be awarded soon. We met about 08% of our goal. Final statistics will run in the next Pueblo Press.

#### Pumpkin Patch – JoAnn Sears

Pumpkin Patch ran very smoothly and we have received all positive comments about using the north field. Paula Carr said that it was great and that she would like to have her dancers perform every year. The Saguaro students worked out well. Next year, we need to designate a PTO member to work more closely with the student. We also need bigger ticket containers and to ensure that

tickets are torn in half as they are collected. We discussed selling wristbands next year, but decided that we make more by selling tickets. The glow sticks did not sell well, probably because the kids sat at the table and didn't walk around to sell them. We need get the extras back from Mrs. Formanek. We also need to expand the set up area next year. We also need better signage next year. JoAnn thanked Joe Ortiz for serving as MC and for doing an excellent job.

#### **Cookie Dough – Michelle Gilmore and Laraliyn Galizia**

We're a little lower on sales than last year – down about 300 tubs. We will still take orders until delivery as we ordered some extra tubs. No one owes us money. Michelle mentioned that she would like to move the banner to the pony wall by the bus turn around. Terri Kellen said that it would be fine to do so. We need volunteers to help unload and distribute cookie dough on November 19. A sign-up sheet was routed for volunteers.

#### **Newsletter – Rosalina Ungacta (not present)**

The newsletter is distributed every month. If you have something that you like included, e-mail Rosalina at [pueblopress@hotmail.com](mailto:pueblopress@hotmail.com).

#### **School Directory – Carol Berg**

The directory is done and will be distributed to each family that attends Pueblo. Terri Kellen and Terri Riley will use the Genesis System to identify the youngest child in each family and will send the directory home with them. A PTO membership form will be bound into each directory.

**MOTION:**      **To approve up to \$500 to copy the directories:** Kristi Bigelow  
**Seconded:** GMichelle Gilmore  
**Vote:** All in Favor  
**Directories will be copied and distributed around the Thanksgiving Luncheon**

#### **Used Book Fair – Sandi Rodrigues**

Sandi needs plastic bags. Johnna told her that Paul's Ace Hardware donated a huge box of bags for the Pumpkin Patch and that Sandi can take them out of the PTO Room to use for the sale. Sandi also need volunteers to help during the sale and sent a sign-up sheet around the room. She distributed the class shopping schedule, which will also be posted on the website. The Book Sale will also be open during the Thanksgiving Luncheon.

#### **Thanksgiving Luncheon – Racquel Ikei**

The flyer goes out on Thursday. The cafeteria and the school district manage the event, however, it has culturally been viewed as a PTO event. We need volunteers to decorate the afternoon of the 14<sup>th</sup> and to work the event from 10:00 to 1:00 on the 15<sup>th</sup>. The cafeteria ordered 800 meals at \$4.00 for adults, \$2.25 for siblings, and \$2.00 for Pueblo Students. Students will use their regular lunch cards, so we need to advise parents not to purchase tickets for their students. Susan Sweeney is the PTO Coordinator.

#### **Announcements/Questions**

Pueblo Cook Book – is in process.

Student Council – is collecting gently worn Pueblo T-shirts to give to children that don't have one.

Pueblo T-shirts and sweatshirts are still on sale.

The next meeting is Wednesday, December 5, 2007 at 6:00 p.m. in the Media Center.

**MOTION:**      **To Adjourn:** Gretchen Biltz  
**Seconded:** Heather Sorenson  
**Vote:** All in Favor  
**Meeting adjourned at 7:241 p.m.**