

**Owego Elementary School Parent Teacher Organization (OES-PTO)**  
General Meeting May 10, 2011 7:00pm in OES Cafeteria

Meeting called by Co-President Jennifer Dove

Attendance: Jennifer Dove, Traci Potter, Sharon McFarland, Laurie McKeveny, Corey Barrows, Sue Sindoni, Jessie Barnes, Chris Baumbach, Lisa Boehme, Karlie Both.

Welcome-Introductions:

- A. Welcome, Introductions, Meeting Timing– Meetings will follow the agenda and be limited to 1 hour. Any topics not covered can be handled through committee or emails.
- B. Review minutes from April meeting – Minutes were distributed and posted on the website. Minutes were approved.
- C. Treasurer's Report– see attached report for current account information. Note that we have collect almost the full amount for yearbooks that we bought.
- D. Old Business
  1. T-Shirts – Lisa B. & Traci have arranged with Susquehanna Printers to make the t-shirts. We will charge \$10 and take orders until May 20<sup>th</sup>. The short order time is needed in order to get the shirts by Field Days in June. The design contains elements from three 5<sup>th</sup> Grader's drawings- Larissa Hankey, Angel Keppler and Abby Murtha will each receive a free t-shirt as a prize. We will take orders again in the fall.
  2. Business Donation Thank You's- Kathie Arroyo hand delivered copies of the PTO newsletter that included the thank you/donation acknowledgement for each business after Bingo. She reported that the businesses appreciated being thanked in person and seeing the acknowledgement. She recommends that we do this for all business donations.
  3. Library Project – Kathie purchased and delivered 4 small recliners from Walmart and 6 book/stuffed animal sets from Kohl's. Don Schultz has completed the wooden alphabet and will be delivering the last of them for Mrs. Lawrence to have painted before being installed in the library. This is a great coordinated effort project between the schools!
  4. Book Fair – Tracy Brown couldn't make it but did share that the sales were right in line with our typical spring book fairs. She has many ideas for the fall book fair and needs to confirm the dates.
- E. New Business
  1. Fundraising for 2011-2012 – Lisa Boehme has contacted Gertrude Hawk and we will have a sale in October, with delivery before the holidays. We will earn 50% of the sales.
  2. Memorial Day Parade – Sue is organizing the group from OES who want to participate. Make & Take will be May 18<sup>th</sup> at 6:00pm in the cafeteria to make flags or crafts to carry. Chris B. has made flyers to be sent home soon. The group will walk in the Owego Memorial Day parade on May 30<sup>th</sup>.
  3. Field Days Dunk Tank – Greg Woolever has reserved a dunk tank for field days (June 17<sup>th</sup>, rain date June 16<sup>th</sup>). He needs someone to deliver it to OES & return it. Corey Barrows volunteered her dad's truck. Kathie will contact her when the details are finalized.
  4. 2011-2012 Officers & Meeting Dates - Discussion was held and it was decided to keep meetings alternating between Thursday after school and Tuesday evenings. The secretary position is available and we've discussed sharing this position if one candidate can not attend all meetings. Traci will work support the new secretary all of next year. There are a couple people considering this position. Chris Baumbach was nominated as a co-president to replace Jennifer Dove. Jennifer will support and train the new co-president, but she will also be working as a co-president for the middle school parent group. Traci has been tasked with creating a meeting schedule to present at the June meeting where we will also vote on officers.
  5. Summer Reading Program – We agreed to run this program again with rewards being gift certificates to the fall book fair. Traci will get the forms out to the teachers.
  6. OES Student Directory – The idea of a student directory put out by the PTO was suggested as a way to provide contact information for students with parent permission. This would help with birthday party invitations and play dates. The school is not allowed to give out contact information for students. Students are not allowed to distribute invitations in school. AESPG has published a student directory with huge success. Jessie has volunteered to organize this next fall with help from Bob Russell the AESPG president.
  7. OES Graduation Volunteer – PTO provides paper products for the punch and cake reception that follows 5<sup>th</sup> grade graduation. We also need a volunteer to set up the cake, punch and paper products. Corey and Jessie volunteered to get the paper products and we will figure out a volunteer when we know when graduation will be.
  8. Father's Day Breakfast – June 17<sup>th</sup> – Jessie is starting to plan this. Everything will be the same as last year. Volunteers will be needed to help set up/serve. This will be the same day as Field Days.
- F. Open Discussions –

1. Price Chopper Tools For Schools – The playground equipment and sidewalk chalk are great and being used.
2. Appreciation Week – Nicole K. did a great job showing the PTO's appreciation to the entire staff at OES and the bus drivers. The popcorn from Fuddy Duddy's was a huge hit! Thanks Nicole!
3. Homecoming – Chris B. is working on ideas to make OFA Homecoming a community event next fall. She is looking for ideas for kid and family events/activities. Maybe adding a kid's tent at the football game and/or floats for a small parade. Contact Chris if you have ideas. We will put a survey or contact form on the website.

G. Agenda Items for Next Meeting – June 9<sup>th</sup> 3:30pm Father's Day Breakfast (June 17); Ideas for 2011-12 PTO events (keeping in mind the school budget); vote on officers and meeting dates; 5<sup>th</sup> grade graduation.

Meeting adjourned at 8:10 pm  
 Attachments: Treasurer's report  
 Minutes submitted by T. Potter.

## Treasurer's Report

OES PTO  
 May 10, 2011

- ✓ Balance of Checking account as of 5/10/11: \$10,802.87
- ✓ Balance of Savings account as of 5/02/11: \$10,278.57
- ✓ Income since 4/07/11:
 

Box Tops	\$626.40
Donation	\$20.00
<u>Yearbook</u>	<u>\$80.00</u>
Total:	\$726.40

- ✓ Expenditures since 4/07/11:
 

Returned check & fee	\$18.00
Music Cases Grant	\$135.00
Grandparents Day	\$52.64
Staff Appreciation	\$820.07
Library Improvement	\$199.84
3 <sup>rd</sup> Grade B-Mets Trip	\$45.00
<u>3<sup>rd</sup> Grade Test Snacks</u>	<u>\$153.88</u>
Total:	\$1,424.43

### Other Savings Accounts

- ✓ 4<sup>th</sup> Grade Balance as of 5/02/11: \$1,985.61
- ✓ 5<sup>th</sup> Grade Balance as of 5/02/11: \$5,295.40  
 Used \$40.00 toward Greenwood Park reservation

