

Cook Hill PTO
Executive Board Meeting
August 26, 2009

Present: Tina Crispens, Rebecca Henry, Tracy Blum, Delaney Savenelli, Laura Gilmore, Jan Murphy, Liz Levesh, Rea Guckin, Colleen Villano, Alesia Manicone, Debbie Burt, Diana Koons, Nancy Hennick, Lori Wissbrun, Amy Stegos

- I. Co-president's Rebecca Henry called the meeting to order at 7:01pm.
- II. Opening Remarks – Rebecca Henry and Delaney Savenelli,-
 - Welcome back
 - Peck Family given a \$25.00 gift card from PTO
 - By-laws state only 2 teacher reps can vote at Ex. Cmte.
 - Yearly meeting schedule and Nomination report distributed
 - T-shirts will be done again throughout the school year as a non-fundraiser
 - Introductions made of 2009/2010 Executive Committee
- III. Principals Report – Jan Murphy-
 - Each grade is taking on a different world culture for the character counts program named: Cook Hill Castaways
 - New Staff: Melissa Benevento – Sp. Ed.; Lynn Capello, Recess Aide; Dr. Sal Menzo, Superintendent; Jan Gereno-Rone; H.R. Director; Stephanie Rubin, Literacy Teacher for 4th and 5th; all Special Ed. Positions are staffed.
 - District Goals have been put in place for next year.
 - H1N1 Virus school recommendations being put in place
 - Building upgrades: new ceiling in caf; new ceiling and fans in 3rd grade rooms; new lights in hallways
- IV. Secretary's Report – Tina Crispens
 - Report was accepted.
- V. Treasurer's Report – Laura Gilmore – (see attached Financial Report)
 - Extra \$2100.00 to budget after allocations meeting
 - Ideas for how to use the money sent to Laura Gilmore for a vote at the October 7th Exec. Mtg. (i.e., money for yellow paper, Pre-K program, equal split between all teachers for classroom)
 - Report Accepted.
- VI. Teacher's Update – Diana Koons
 - Work was done in the garden over the summer
 - 5th grade will maintain weeding via "weeding club"

VII. Committee Updates

- A. Publicity: Liz Levesh
 - Liz needs dates for school calendar.
- B. Hospitality: Debbie Burth
 - Aug. 27, 2009 New Student Ice Cream Social
- C. Room Parent: Patti Syme (absent), Tracy Blum
 - Contact Patti re: updating Room Parent form. Idea to assign room parents by grade to certain activities (i.e. book fair)
- D. Membership: Michelle Bracale (absent), Tracy Blum
 - Discussion re: membership dues and prizes was discussed. Membership. \$15.00 per family to include benefits for Family Nights (break-out: \$.50 – “Wee Deliver” volunteers, \$9.50 – general fund, \$5.00 – sunshine cmte); Staff - \$5.00
 - Prizes: Most membership sign-ups per class at Open House & Most members per class – 50/40/30
- E. Book Fair (Fall): Liz Levesh
 - Sharon sending out memo for teacher sign-ups
 - One September 23 & 24. At 6:00 on the 23rd in the caf and on the 24th in the gym.
 - Needs volunteers
- F. School Store: Alesia Manicone and Colleen Villano
 - Teacher sign-ups & volunteer forms ready to go
 - Dates have been chosen, first school store on September 18th
- G. Programs: Rea Guckin, Heather Saccu
 - Four scheduled programs to date: October 13, Len Cabral; November 13, Food Play Productions; December 15, David Jack’s “Chrimahanukwanzamadan; April 1, Chinese Acrobats.
 - All programs will follow the “Cook Hill Castaways Character Counts” program
- H. Community Service: Colleen Gethings (absent)
 - Status Quo
- I. Ways & Means: - Tina Crispens
 - Fundraisers for the 2009/2010 school year were discussed and decided upon
- J. After School Enrichment: Michelle Mackenzie (absent), Ruby Hsu (absent)
 - Status Quo.

VIII. Update on Events

- Book Fair – September 23 & 24
- Open House – September 23, set-up will be the same as last year
- Holiday Workshop – December 3rd & using Cristoline
- Summer Reading Program – no one signed up as of yet

IX. Topics for Discussion:

- Membership dues, benefits & distribution: See above (membership)
- Prizes for membership & open House: See above (membership)
- Allocations of excess funds over \$1500.00: See above Financial Report
- In need of volunteer to run Burger King Night: Rea to speak to Michelle Gallagher
 - Shop Rite (Tracy Blum), Campbell's (Rea Guckin), Tyson (Delaney Savenelli), Capri Sun (Adelheid Koepfer), Box Tops (Skulski Family), Nestle Pure Life labels (Ms. Wortschow)

X. Items to be voted on - Rebecca Henry & Delanie Savenelli

- A. Allocation of Funds in excess of \$1500.00 (postpones to October 7th meeting)
- B. Membership Dues: \$15.00 membership, \$5.00 staff

	Topic	Approve	Disapprove	Passed (P) Not passed (NP)
A.	Membership Dues	12	0	P

XI. Meeting Adjourned: 8:30 p.m. Next Ex. Cmte. Mtg. 10/7/09 followed by General Mtg @ 7:45