

## **BAYWOOD ELEMENTARY PTA - BOARD MEETING**

### **Wednesday, October 17, 2007**

The Meeting was called to order at 6:35 PM by President Vicki Marchenko.

**In attendance:** Vicki Marchenko, Danna Stratton, Bill Henry, Debby Grisanti, Claudia Ferriday, Emily Cappellano, Gordon Snapp, Tiffany Edmonds, Rose de Haro, Doug Jenison, Jennifer Dawkins, Denise Boddeker, Amy Taylor, Janet Farrell, Camille Silva

With 15 people present, it was determined there was a quorum.

- I. Minutes of Previous Meeting:** Minutes from the September 12 meeting were distributed. MOTION: Danna moved to approve last meeting's minutes. The motion carried and the minutes were approved as printed.
  
- II. President's Report:** (Vicki Marchenko)  
**Accomplishments this year:**
  - a. Camille Silva has created a Membership display table for carnival and for set up in the office.
  - b. The \$2,000 gifted to the school library was used to purchase encyclopedias and other books (list of books was passed around).
  - c. The school's new shed is in use and safely storing signs and carnival equipment.
  - d. Rose's mother has agreed to translate our school newsletter, The Newsbearer, into Spanish. (Additionally, the Co-President of Pacheco Elementary PTA has offered to translate our meeting minutes into Spanish, and also wants to help us with a dual language PTA meeting sometime in the future, maybe next year).
  - e. Due to successful gift wrap sales, PTA is able to fund every field trip submitted this year.
  - f. The new Play Structure Committee will meet next week to discuss ideas for updating and renovation.
  - g. Book Fair is Nov. 5-9. Bea Jansen has attended Book Fair training and still needs volunteers to help.

**Volunteer Sign-Up Suggestions:**

Sign-ups have not been very successful. How to get more response?

Responses from members:

- a. Have a place for email addresses on the form
- b. Put a notice in with the weekly homework folder
- c. Get commitments by spring for next year for a smoother start.
- d. Have Pod parents make personal calls to each family in the class.
- e. Make returning the volunteer form a requirement, like other enrollment forms.
- f. Have 2 sign-up drives per year - winter and spring - can be too overwhelming for parents to have them in fall.

**Donations from Businesses for Fundraising:**

Bill Henry (Friendship Walk) and Tracey Miller (Silent Auction) should communicate to make sure they don't hit up the same businesses for 2 separate fundraisers.

**Professional Governance Standards Certificate:**

Flyer/form distributed by Vicki, who asked that we read, bring back to November's meeting and vote on it. If adopted by our PTA, we will earn a certificate to post. **Members should be prepared to give feedback next month.**

**III. Treasurer's Report (Rose de Haro):**

Balance on Hand as of 7-1-07:	\$22,597.90
Receipts totaling:	\$794.90
Disbursements totaling:	\$3,268.53

Balance on Hand as of 9-1-07:	\$20,124.07
Receipts totaling:	\$31,465.57
Disbursements totaling:	\$9,346.65

**Balance on Hand as of 10-1-07: \$42,242.99**

**Giftwrap Sales** earned \$13,355.64. 35% came from food. We may revisit whether or not we stay with the same company next year, and if we sell food. (Profit is lower for food, frozen items present storage problem). Vicki has asked **Cheryl V. to report next month on our options.**

**6th Grade fundraising:** Cal Poly Student of the Game earned approx. \$400. Camp Ocean Pines (April 14-16) fund has a current total of \$5,636.82. 6th grade BBQ fundraiser will take place on October 26. See's Candy sales will take place the 1st week of November.

**Other fundraising ideas** were discussed as follows:

- a. Increase Ralphs Club Card sign-ups. School earned \$488 in 3 months with only 34 people enrolled. We should put a link to the Ralphs sign-up page on our school website (Vons too), under PTA portion. **Gordon will look into this.**
- b. Increase PTA membership. Camille is working on ideas.

#### **IV. Chairman Reports:**

**Carnival** - Amy Taylor distributed schedules, set-up and maps, reported that things are going well.

**Book Fair** (Nov. 5-9). Bea Jansen not present, but still needs more volunteers to help with cash register.

**Silent Auction** - Tracey Miller not present. Date set for Saturday, November 17 from 6:30 to 10:00 PM at the Morro Bay Community Center. Dinner, dancing, music, and auction items. Goal is to sell 200 tickets at \$35 each. Emily requested that students not handle any money, but get names and phone numbers instead. Not all donations for auction in yet, waiting until after carnival is over this week.

**Questions/suggestions outstanding:**

- a. How to handle ticket sales?
- b. Can you buy tickets without dinner?
- c. Need to announce auction items ahead of time in Newsbearer
- d. Adults only? What about kids in choir?
- e. Question asked about wine being served. Tracey asked not to due to PTA regulations, but **Vicki will check with her to be sure.**

**Chess Club** - MOTION: Doug moved to charge an annual fee of \$10 for Chess Club membership to cover t-shirts, online tutorial and competition fees. The motion carried and was approved.

- V. **Principal's Report-** Doug distributed 07-08 School Improvement Plan. On page 4, #7: New school-wide subscription to Accelerated Reader Online, allowing web-based access to every AR test.

**Artists in Residence** - We will have 2 artists this year, one for drama. Will provide 10 classes each. District pays for 8, PTA pays for 2.

**Everyday Etudes** - New program purchased with District. Students listen to 5 minutes of a classical music piece each day. Upcoming assembly will feature pianist Laura Spitzer who will try to work some of the pieces into her performance.

**6th Grade Art Legacy Project** - \$800 has been allotted, Anita Schwebel has agreed to head.

**Garden Project** - Doug distributed several potential plans drawn up by Cal Poly Landscape Architect student. Now that we have plans, Donna Dysart will write state grant for \$2,500, but we will need more to complete entire project. All decisions must go through District and for approval, i.e. water and allergy considerations, etc. Chairman of Garden Committee is Danna Stratton, she will put together a committee.

**Playground Committee** - First meeting will take place Wed. Oct. 24 at 6:30 PM. Jeff Jacobs is Committee Chairman. Will be looking into grants. Tiffany suggested finding out who provides our school insurance and seeing if we would be eligible for kick-backs based on safety improvements. **Doug will call District and find out name of insurance company.** Emily asked about adapted equipment for special needs students.

VI. **6th Grade Teachers:**

**Gordon Snapp (5/6 grade):** Thanked PTA for funding Choir stipend and t-shirts. Choir will sing at Silent Auction, Teach Telethon, Christmas carols to homeless on December 8, upcoming school assembly, PAC Music Fest in March (PTA gave \$250 check for registration), Vocal Arts Ensemble, spring concert for parents. Also thanked PTA for funding Monterey Bay Aquarium trip for his 5th graders.

**Jennifer Dawkins (6th grade)**- Thanked PTA for Camp Ocean Pines support. Announced DARE graduation December 5. Students have learned decision making model, making good choices.

**Emily Cappellano (4th, 5th, 6th grade)**. Thanked PTA for Camp Ocean Pines support. Reported that some students will spend the night, others go for the day. All 3 teachers will attend, plus parent chaperones.

**VII. New Business:**

Janet suggested need for parent to parent communication space - a bulletin board where parents can post ads for tutors, sitters, etc. Could also be an online group through Yahoo, Gordon says easy to set up. However, it was discussed that not all families are online, so would possibly need to have both. Other concerns are not being able to screen or monitor ads and/or the people placing them, and possible child predators. Emily and Doug stated reservations, others agreed. **We will think over and talk about this at next meeting.**

**VIII. Communication:**

Vicki reported that Ed Valentine sent a letter thanking PTA for our \$2,000 gift to our library.

**IX. Announcements/Event Dates:**

Art/Science Expo on Calendar for March 15 from 11 - 2. (Spring Break is March 21-28).

**Next Board meeting Wednesday, November 3 at 6:30 PM in the Library.**

Meeting adjourned at 8:01 PM.

Respectfully Submitted by:  
Claudia Ferriday, Secretary