

---

# South Arbor PTO

## Meeting Minutes

March 8, 2012

---

The meeting started at 6:00 pm. Present board members: Jen Young, Kelly Kmieske, Tom Leone, Christine Gilbert, Wendy Brademeyer, & Kim Kratzer along with 25 other PTO members for a total of 31 attendees.

I. Review of Minutes

Minutes have been approved. No comments on the last minutes.

II. Treasurers Report

Over \$900 in Box Tops this last month.

See Treasurer's report on SouthArborPTO.com, go to PTO Board, Financials.

We are working on setting up Paypal, but we are waiting on our non-profit status. Everything has a fee though, so we will have to pay a percentage per each transaction.

III. Bylaw Change Request

The Board has gone over the bylaws and has some major changes that they would like to be made. These will be voted upon at the meeting. – APPROVED

Jen spoke about the bylaws being decreased in size. We had many items in there that did not need to be there – they were procedures. We've also added the non-profit information in there for Michigan law. Other changes...we can roll over funds if need be to the next year. Also, term positions have been open to be unlimited. Instead of having a 2 year consecutive run, we are opening it so we always have volunteers. Tom is also changing the Treasurer position – he is not allowed to touch the money. Only the President and Vice President can do the money. The Treasurer only does the checks and balances.

It was mentioned that all 48 hours references in the bylaws should be mentioned that it should be a minimum of.

IV. Funding Requests

- a. Ms. Courtney Gordon (RTI teacher) is requesting \$7,680 for a Leveled Literacy Intervention program. – DENIED for now; need more information and research

DISCUSSION:

Courtney spoke: RTI is Response to Intervention. She works with students who are below grade level. She presented a slide show and also provided samples to look at. LLI is Leveled Literacy Intervention that is used in small groups with children who need intensive support. This is about a 18 – 24 week program to bring kids up to grade level. If the PTO supports, all students K-3 can use this program. If the state pays for this, then ONLY the needed students that are response intervention kids can use the materials. This is a one-time expense, it does not have an annual fee.

She has used this program in the past at other NHA schools. She said that is a successful program.

It was mentioned that the program we used in the past worked. So, why are we not using that? Mrs. Bondy said that Mrs. Livingstone owned that program of books, and when she left, she took that group of books with her, so we no longer have a program.

82% of the grant money goes to pay for the staff. We don't have as many reduced and free lunch programs, then we don't get as much money; so we do not have enough grant money to pay for the program.

It was mentioned, why does NHA not support more of these areas. Mrs. Bondy says that NHA relies on the grant funding, but South Arbor does not get that much in grants.

It was stated the NHA earns a profit, and keeps some of the per child money, so she has a problem seeing the PTO pay for textbooks while the school head is making a profit.

Tom stated that it is a good chunk of our budget and that we haven't even brought in that much in income this year.

A question was...what if the PTO was to pay half, and the grant pays the other half? Mrs. Bondy said that all of the grant money has been spent for this year.

We spent a lot of time discussing this. Jen mentioned that we table this and have Courtney research this a little more and discuss it with the teachers for their input.

- b. Ms. Keefer is requesting money to purchase the Accelerated Reader program. This program would initially cost \$2,430.25 for 500 seats. Then, there is an annual expense of \$1,381.21 that would be due every November. – APPROVED. Only the first \$2,430.25 is approved, the rest will be brought up next year on a request.

#### DISCUSSION:

Ms. Whiston spoke and supported this program. The students can do a personal reading choice and then take a test on it. It levels the books by word level, not necessarily by "appropriate" level – so if students are reading at a higher level, then parents and teachers need to be aware of content. This helps with comprehension. Teachers can look at the percentage of their goals, it's not just the points (that students look at). The teachers need to be trained on this as well and needs to be hands on and use.

Mrs. Keefer said that we can access scores online at home for our students, but the tests need to be taken at the school. Under ½ of the teachers are interested in this program. Mrs. Bookout said the old program that was used before it was a real different program.

Tom mentioned that this money request is set to come directly out of the library funding (set aside from book fairs). We are voting on only the first pricing \$2,430.25 this year.

Students will be allowed to take tests, parents can even have students take tests after reading books during the summer, etc.

- c. Mr. Middlin is requesting \$830 for busses for band festival. – APPROVED

DISCUSSION:

He wants to use the carnival towards this event for future years, but this is the first year that we are required to use busses, we used to do parent driving, but we are no longer doing that this year. The band festival is next Friday at Grosse Isle. He doesn't have a budget for any of this. The busses will hold about 75 students and 15 parents.

- d. Susan Keefer/Cheri Elwell is requesting \$780 for library book bags. Per Ms. Keefer...each child in grades K-2 needs to have a book bag to keep their library book in. Kindergarteners are given one on their first library visit. New students in grades 1-2 also are given a bag. – APPROVED

DISCUSSION:

A member asked if we could just vote for the bags without discussion; so we did.

- e. Kim Kratzer (PTO Parent Rep) is requesting \$500 for 200 "South Arbor Academy" car decals. - APPROVED

DISCUSSION:

It is to promote PTO membership. Each PTO member will get a PTO cling for free once they attend their first PTO meeting.

- f. Mrs. Bondy is requesting \$40 to cover costs of a pole and sign for "Employee of the Month" which was recommended by staff members. Looking for a volunteer to install it. – This has been deleted from the agenda per Mrs. Bondy's request.

### Opportunities

- a. Need a Target Team Leader  
We can earn 1% of people's purchases at Target if they get a Target REDcard. We need someone to get people more involved in this program. Liz Wynn said that she will take this on. Christine will get with her to fill her in on the program. Thank you Liz!
- b. Conferences – Donated items needed.  
We mentioned that the hospitality team is asking for donations of food items for the teacher's dinners during conferences.

### V. Updates

- a. Anti-Bullying Assembly – Kim Kratzer  
Kim talked about this. It is an assembly for K-5. Parents and kids are invited. We are looking at having a cyber-bullying program for the middle school soon.
- b. Updates from the Scholarship Team – Frances  
She will see if there is a need for it next year. This year, she has been overwhelmed with being a Girl Scout cookie mom.

- c. Auction – Wendy Thibeault  
She talked about the auction and what is available. Also, all items have been donated, so everything is a profit to the PTO. Auction information is on the website under “Fundraising”/Fundraisers/Auction.

Wendy is looking for volunteers to help with the tables on Wednesday, Thursday and Friday.

VI. Open Floor

No open floor issues this month.

Extra Info

- We have decided to stick with the Robert’s Rules on our way of conducting PTO meetings. This process is a standard used for many PTO’s around the country. We are going to stay with our current voting structure, but listing funding requests in highest request to least dollar request.
- We are looking for judges for voting on the teacher bulletin boards. They are being voted on. Liz Quan Melissa Marawali, and Brandy Moorer volunteered.
- Wendy Thibeault won the \$10 Target gift card in the PTO door prize raffle. The following day, Mrs. Roger’s won a \$10 Target gift card because Anna’s parent was at the meeting.

VII. Closing

Meeting was adjourned at about 7:40pm.

VIII. Next Meeting

Thursday, April 12, 2012 at 6:00pm

