

**PTSO Meeting Minutes**  
**October 11, 2006**

**Present:** Carol Madison, Mary Crabtree, Adrienne Leinbach, Kim Rossi, Mariam El-Khouri, Jenny Johnston, Melissa Hickey, Donna Lewis, Patti Davis, Kate Aronson, Christine Abbott, Marti Bajwa, Judy Owen, Charmaine Berrian, Martha Pearson, Catherine Stotts

**Welcome:** Mary Crabtree/ Carol Madison

**Approval of May and September Minutes:** Jenny Johnston

The PTSO unanimously approved the minutes for May 2006 and September 2006 as presented.

**Update on One-Time Donation:** Adrienne Leinbach

A letter which describes the one-time fundraiser and gives instructions for donating will be coming home with students this week and will also be included in the email newsletter. Volunteers will be stationed outside of the school before and after school next week to accept checks. We may consider a phone/email campaign if donations are deemed insufficient to conduct business for the remainder of the year. Adrienne will find out if we have access to emails for the parents of the school. Adrienne will look into making this into a school-wide contest with a prize (ice cream party?) for the homeroom class that has the greatest percentage of its families participating in the fund raiser.

**Improving School Communication:** Carol Madison

1. Room parents have now been designated for almost every homeroom class. Room parents will create an email list of class members and use it to forward information from the PTSA to families. Carol has volunteered to create a flyer to distribute to room parents to send home to families reminding them to also check the website for current school and PTSA information.
2. "Friday Folders" was another suggestion: information folders would be maintained for the students in their classrooms and sent home once a week. This was determined to be outside the purview of the PTSA. We will suggest to the division heads that this might be a good idea for improving communication, and if they decide they want them, the PTSA will provide the folders.
3. Jenny will ask Jenn Persson to create a PDF file of the entire year's calendar (particularly days off) on one page, easily accessible from the website. Parents complained in the PTSA meeting that the month-by-month format was difficult to access.

**Middle/High School Character Education Training:** Mary Crabtree/Carol Madison  
Simon King asked the PTSA to contribute \$500 toward a staff development course in teaching Character Education across the grades and curriculum. Mary suggested that we have already designated \$2000 for staff development, and that we do not need to approve this item separately. If the funds are exhausted, the PTSO would then have to approve any additional staff development funds.

**Pittsboro Street Fair:** Kate Aronson

Parent volunteers are needed Saturday, October 28 from 9 to 5 to staff the table at the street fair. 8-16 parents are all that are needed for the day. Email Kate or Heather if you can help from 9-5, or if you can help set up 8-10 or clean up from 5-6.

**Café Night, October 20:** Mary Crabtree/Carol Madison

Catherine Stotts will coordinate the High School volunteers to emcee, along with Mary and Carol. It is possible that the high school has not yet been informed about the event. Mary and Carol will ensure that they are notified, and they will be given an extra couple of days to register if needed.

**Book Fair Results:** Carol, for Nancy Holden

Book Fair sales were about \$4000, and teachers received everything that was on their wish lists. The spaghetti dinner was a success, and garnered additional funds for the book fair. Special thanks to Nancy and Teresa, as well as the many other volunteers, and especially to Curious George, who did a marvelous job of entertaining the children during the book sale and School Board Meeting.

**Treasurer's Report:** Kim Rossi

(See attached)

1. Changes to the spread sheet:
  - a. \$3000 has been designated as target goal for contributions
  - b. A bank charges category has been added.
2. The current budget does not reflect that we still have \$5000 in the bank from last year.
3. Carol asked for an additional \$40 for a boom box for the music room. The music money already designated for music has been spent. The \$40 was unanimously approved.
4. The budget was unanimously accepted.

**Young Authors:** Carol Madison

Carol will talk to Seth about coordinating the Young Authors event. If a volunteer is not found to run the program, it will be removed from the budget, or exchanged for a different writing event at the next meeting.

The meeting was adjourned at 4:30