



Meeting Minutes

Date/Time: Monday, 10/5/15 | 6:00 pm

Location: Jameson Cafeteria

Secretary's Report

Welcome and quick overview of minutes from the 9/14 meeting. A huge "thank you" extended to those who volunteered at the Pumpkin sale. It was a huge success!

Treasurer's Report

Chris LaSalle handed out a detailed monthly report and year-over-year variance [[see detail](#)].

Key points discussed:

- Total projected costs for the 2015-2016 school year are \$9,330 which is fairly flat YOY
- Carryover balance from Jameson account is \$1,540.27
- Pumpkin sale net profit estimate is ~\$700
- Mike Flaherty clarified that Enchanted Learning is being used now instead of Glogster—this changes the estimate of \$100 to \$250
- Group agreed to double the estimate for teacher appreciation week—\$200 to \$400
- Group agreed to double the estimate for teacher water cooler as the program will now extend to both schools
- Mike Flaherty confirmed that they're moving forward with Mad Science. Previous year participants were grades K-3 with 2 workshops/year. This school year's participants will be grades K-5 at a frequency of 1 workshop/year.

Faculty's Report

Teacher	Grade	Amount/detail	Status
Ms. Rocheleau	pre-k	\$16.93	Approved
Ms. Holland	speech	~\$30 (receipt forthcoming)	Approved*
Ms. Strandburg	art	\$50.25 for \$600 worth of art supplies	Approved*
Ms. Wilder	grade 3	\$94.71 for 24 reader's workshop book bins	Approved*
Mr. Burke	grade 7	\$25 for Apple TV cord	Approved
Ms. Giguere	grade 5	\$25 toward lightening dongle iPad	Approved \$50*
6 th /7 th /8 th grade wing		request for their own water cooler as well as water cooler for new building	Pending

**Group agreed to keep a watchful eye on the requests over the \$25 limit and address if funds become limited. In that case, consider an extra fundraiser. Vote = all in favor.*

Principal's Report

Jameson update [Barbara Fletcher]:

- Things are going well—kids are adapting nicely to their routines
- Pre-K is working on new curriculum and the new playground has been installed*
- Kindergarten teachers are working on writing prompts and rubrics
- 1st grade teachers are working on integrated units with pumpkins/harvest time
- 2nd grade teachers signed up for Seesaw (digital portfolio app) for iPads
- "Time with Teachers" event is occurring every early release day. The purpose of these interactions is to establish connections between kids/teachers that might not normally have contact.

Loranger update [Mike Flaherty]:

- Teachers are working on skill and curriculum building
- Assemblies are in full swing, themes are the same for both schools and are centered around the behavior matrix
- Administration is attempting to secure a backyard program with help from the Good Shepherd Food Bank and the Rotary Club for our at-risk student population. The snack program has been implemented for those attending Rec. Considering parent involvement in restocking snacks. George Shabo would like the PTO to allocate some funds—agreed to try to solicit donations first and re-visit at next meeting.

Updates relevant to both schools [Barbara and Mike]:

- K-12 teachers are asking for more professional development around technology. Responding to that with sessions at the upcoming teacher's workshop. In addition to technology learning, faculty will be working on proficiency-based education in order to be mindful of the skills our children are building. This is a move toward developing a deeper knowledge base and a significant change to the learning landscape.
- Parent/teacher conferences are coming right up—please stop by the book fairs after conferences and help support the Jameson and Loranger libraries

**Pre-K update: OOB is fortunate to be included in the federal grant (with 12 other schools) which will fund the build-out of our pre-k program over the next 4 years. There are rules around how funds can be allocated—the new playground equipment is an example of a recommended and approved disbursement of some of those funds.*

Old Business

- Non-profit status: articles of incorporation have come back from the state and have been sent to the accountant. For future: receipts will be very important.
- Box Tops: Kristen purchased new bins—they're visible and being used
- Mixed Bag Fundraiser: underway at both schools—end date is 10/23
- "Thank You" to all for help relative to picture day, box tops, bulletin boards, dance chaperones, pumpkin sale, fundraiser packets, and donations!

New Business

- For anyone interested in designing upcoming bulletin boards, sign up at the next PTO meeting or contact Kim
- Yankee Candle Fundraiser: Need volunteer(s) to assume leadership role for this fundraiser. Timing is around Mother's Day. Contact Kim if you're interested.
- Clynk bags: reminder that they're here
- Jameson/Loranger playground discussion:
 - The gentleman who installed the new pre-k playground equipment has agreed to conduct a complimentary needs assessment for Jameson/Loranger
 - A total replacement of equipment is anticipated to be extremely costly—perhaps the group can consider lower-tech options such as an exercise trail, tetherball, etc.
 - Please come to the next meeting with ideas around fundraising for new equipment—once the 501C is fully established, there could be grant opportunities
- Nicole Welch joined us from OOB Recreation—she is looking for opportunities to develop enrichment activities for OOB youth (similar to the programs in place with OOB360). She is seeking volunteers, encouragement of teacher/parent involvement to facilitate excitement around the following proposed events:
 - Event 1: One-night "Winter Wonderland" story walk event to raise summer camp scholarship funds
 - Event 2: "Touch a Truck" event in April/May

Adjournment

The next PTO meeting is scheduled for November 2 @ 6:00 pm in the Jameson Cafeteria. See you then!

Budget Detail

Loranger-Jameson PTO - 2015-2016 Budget							
Expense	Who	Estimate	Comments	2015	2014	2013	2012
Glogster?	Jameson - all grades	\$100.00	annual fee	\$-	\$-	\$100	\$100
Enchanted Learning Subscription?	Jameson	\$125.00		\$125			
Field Trips		\$1,500.00		\$1,045	\$1,102	\$1,248	\$972
Field Trip - Pre-K	Pre-K		-- assumes \$5 x 60 children	n/a	n/a	n/a	n/a
Field Trip - Kindergarten	K		-- assumes \$5 x 60 children	--	--	--	--
Field Trip - 1st Grade	1st Grade		-- assumes \$5 x 60 children	--	--	--	--
Field Trip - 2nd Grade	2nd Grade		-- assumes \$5 x 60 children	--	--	--	--
Field Trip - 3rd Grade	3rd Grade		-- assumes \$5 x 60 children	--	--	--	--
Enrichment Program - Workshops		\$3,980.00	based on Mad Science 2014-2015	\$3,980	\$3,915	\$3,805	\$3,910
Teacher Wish List		\$1,450.00	assumes \$25 x 58 staff members	\$800	\$495	\$563	\$250
Teacher Appreciation Week?		\$200.00		\$430	\$157	\$158	\$288
PTO Supplies		\$175.00		\$50	\$190	\$150	\$148
PTO Expenses		\$300.00		\$980	\$446	\$209	\$174
PTO Concessions			-- n/a - pays for itself	--	--	--	--
Teachers water cooler	Loranger	\$360.00	\$30/month - how many months?	--	--	--	--
Teachers water cooler	Jameson	\$360.00	\$30/month - how many months?				
Floor hockey	Loranger	\$200.00					
Organ program	Loranger	\$500.00					
Mardi Gras	Loranger	\$80.00					
Total		\$9,330.00					

10-2015

Loranger-Jameson PTO - Monthly Financial Report					
October 2015*					
Beginning Balance					\$1,775.65
Expenses					
Date	Check #	Who	Description	Category	Amount
9/14/2015	1744	Heather Putnam	child card	PTO Expense	\$25.00
9/20/2015	1745	Erin Coffey	classroom supplies	Teacher Wish List	\$50.00
9/20/2015	1746	Angela Hatch	Rainbow Words	Teacher Wish List	\$71.80
9/20/2015	1747	Darlene Boissos	summer school activity items	Teacher Wish List	\$28.50
9/20/2015	1748	Andrea White	resource books	Teacher Wish List	\$43.94
9/20/2015	1749	Kristin Zecchine	box tops postage	Box Tops	\$16.14
Total Expenses					\$235.38
Deposits					
Date		Who	Description	Category	Amount
Total Deposits					\$-
Ending Balance					\$1,540.27
Teacher Wish List					
Starting Balance					\$1,450.00
This Month's Requests					\$194.24
Ending Balance					\$1,255.76
Future Expenses and Deposits					
Date		Who	Description	Category	Amount
--	--	?	501c expense (approx)	PTO Expense	\$(1,000.00)
--	--	--	pumpkin sales (includes \$200 cash box)	Fundraiser - Pumpkin Sale	\$1,515.15
--	--	--		Fundraiser - T-Shirts	\$12.00
--	--	--		Fundraiser - Yearbooks	\$20.00
Total Future Expenses and Deposits					\$547.15
* reconciled to bank statements as of 8/31/15					
** Loranger checking balance: \$2596.83, as of 9/13/15.					