

President/Vice President Meeting Minutes
November 13, 2013
Ryerson Elementary School

Meeting was called to order by Jackie Prince at 9:37 am. Ms. Wardell, Principal at Ryerson, was introduced and welcomed us to her school.

Jackie and Fran had a few reminders:

1. No grade specific fundraising is allowed, especially for 5th grade, per PTO by-laws and guidelines. Project Graduation is the only exception.
2. Treasury Guidelines: Some issues came up during our annual audit.
 - a) Per guidelines, NEVER write a check out to cash.
 - b) A receipt must be submitted for every expense.
 - c) If you are an officer being reimbursed, you cannot be the authorized signature on the check requisition or check. The VP can sign the check requisition and check, so each school should have 3 people authorized to sign on your account.
 - d) Personal credit card limit is \$250.00. For transactions over that, please pay with a PTO check or do multiple transactions.
 - e) Tax Exempt Form should be used only for PTO purchase with a PTO check.
 - f) There can be NO PTO credit cards or debit cards.
3. Fran advised everyone that Children's Cultural Workshop flyer was emailed today. Please send to your population. First registration is Saturday, November 23rd, with another one in January.
4. Directories: Jackie and Fran apologized for all of the issues and distributed copies to elementary presidents. They advised that everything that could have gone wrong did and they were working tirelessly to fix it. Dr. Gonzalez was notified about how unhappy PTO Council is. He had 2 options for us:
 - a) Re-issue the link for another week and have Joe Borchard re-run directories, but we may still have problems.

- b) Initiate a paper process through the PTO in order to gather permission from parents and guardians and have the PTO's indicate on a school roster who said yes and then re-run the directories.

The 2nd option was chosen as everyone felt re-opening the link would not solve the problems. It was decided to send out a universal form to parents for them to sign. PTO Presidents will get a school roster from Joe Borchard. There will be a 1 week deadline to get the forms back to PTO. Deadline is Friday, November 22nd and PTO Presidents need to get the information back to Joe Borchard by Monday, November 25th. WH and WV opted out of doing the directories. It was asked that there be a disclaimer in the directory that emails are NOT to be used for solicitation purposes. Further discussions will be held at the next President's Meeting about directories for next year.

5. New Business:

- a) Pines Lake is working on after school clubs and wanted to confirm that the mother/daughter and father/son nights were cancelled by the district. It was confirmed that they would no longer have the evening presentations, but rather it would be during the day without parents. The school nurse will have the class for the girls and a male teacher will have it for the boys. No parents will be invited. PTO Council is to ask BOE to notify parents and ask if permission slips will be sent home for parental approval.
- b) James Fallon has not opened their school store.
- c) Some raised the question as to why Sodexo is allowed to send home so much paper and PTO's cannot. PTO chapters are losing money – low membership and low attendance to family fun nights. PTO's would like a weekly paper packet sent home with either the youngest or oldest child in the school. Jackie took a poll to see if paperless is working. It is working at Anthony Wayne and Wayne Hills ONLY. All other schools are having issues. Some schools are asking their principals to email information home so it gets to more families.
- d) The District is working on a parent handbook.
- e) 8th Grade Washington, D.C. Trip was brought up by Susan Kresge. She asked if we could find a way to lower the cost and make the trip a more educational experience for the students and requested transparency to parents about the bidding process from the Business Office. A committee should be formed consisting of Principals, Teachers, PTO Presidents and Parents.

6. Cecilia Feeley from WSPA announced that GW started a new club for special needs students. WSPA would like to get this at other schools as well. Their membership enrollment is low this

year, even though there is no membership fee. They are hosting an IEP Seminar on December 4th. She asked PTO Presidents to help them market their events by notifying their respective populations. WSPA has free child care at all workshops and all information is available on their website.

7. Jackie asked that if anyone has any information they would like posted on the PTO website or Facebook page to please email it to her.

Motion to end the meeting at 11:15 was made by Linda Marchesini and was 2nd by Diane Grodidian.

November 13th President's Meeting Attendance

Name	School
Vicky Struyk	GW
Cecilia Feeley	WSPA
Diane Grodidian	Lafayette
Jen Crawford	Theunis Dey
Stephanie Concklin	Pines Lake
Tiffany Roth	James Fallon
Rosemary Colazzo	WV
Denise Lynch	WV
Maryam Wolke	APT
Lisa Silva	APT
Audrey Crowe	RC
Alexis McNamara	RC
Deb Califf	RC
Debbie Jozak	Lafayette
Joyce Morandi	WH
Amy Gharibian	JFK
Dana Sirot	JFK
Susan Kresge	SC
Linda Marchesini	AW