

Birchwood PTO Meeting  
Wednesday April 12, 2017  
9AM  
Birchwood Conference Room.

MINUTES OF MEETING:

Members Present: Anne Burger (Secretary and parent); Deb Berndt (principal), Jan Brown (co president and parent), Suzanne Brooksby (VP Programs and Services and parent), Brian Meservey (parent), Katie Cowley-Cooper (Parent and nature park committee), Elisabeth Cococcia (parent), Erin Cassady-Dorion (Co president and parent), Deb Shephard (social worker)

I. Call to Order:

By Jan at 9AM. Katie seconded motion.

II. President's Report: (Jan Brown)

- Discussed PTO/PTA Treasurer issue again.

III. Officer Reports:

A. VP Programs & Services (Suzanne Brooksby):

- ASEP is almost over.
- Drama club production was fabulous
- Tapping the Sap for Nature Club went well.
- Float is moving along. There will be 2 days for painting the float. Tuesday 5/9 for K-2 and Thursday 5/11 for 3-5.
- Ice Cream Social is coming up. Anne Connelly and Christine Calabrese are working on it.
- We will look to send out a recruitment letter for volunteers.
- Ask Christine C is she is interested in VP of Fundraising.

B. VP Fundraising( Report):

- Mixed bags did better than we thought. Not great but better.
- There were 20 gift card orders.
- Perhaps do a Paint & Sip on 5/12.
- Looking into a Plant sale.

C. Treasurer Report:

- No report. We would like to know info on Fun Fair.

IV. Principal's Report:

- NYS ELA tests went amazing. There were some embedded questions in there that are field questions. Those won't count towards the score. We won't know what they are either.
- May 3-4-5 Math Tests
- May 24 Performance Science and June 5 written for Science
- WIN programs are going well. They are thinking about their commitments every day.

More consistent next week.

V. Teacher's Liaison Report :

- 1000 Book club needs 10 trophies. Suzanne made the motion and Erin seconded.

VII: Old Business:

- Nominating Committee:discussed that someone was possibly interested in a position.  
Anne, Suzanne, Jill and Jan terms are up this year.

VIII: New Business:

A: Junior Achievement:

From Christina Calabrese:

I intend to take on the task of JA coordinator (unless someone else wrests it from my hands) until my kids leave Birchwood. During this time I have a great vision for JA! I would like to see the program merge so that each grade has only 1 parent teacher, teaching the classes together. I think this would (1) allow for more teacher breaks during the JA program, (2) allow for more social interaction of the children, (3) garner exceptional volunteers and (4) be more efficient for everyone involved. Also, I intend to streamline the process for training the JA volunteers and handing out teaching materials. This will all happen next year. At the end of the JA Spring teaching semester, I would like to host a symposium (that probably isn't the best name for elementary school kids so I figure someone can help me out with the name) where we have all of the kids gather in the cafeteria and hear from a couple of entrepreneurs (I was thinking Parker's Dad [owner of Jumping Jacks], and a couple of others (I was thinking of someone from a bank as they usually have lots to giveaway to kids) to highlight a point from a lesson from each of the grades. I was also going to ask them for freebies as giveaways for the kids. And, I was hoping for some money from the PTO for refreshments. In the first grade, we learned about wants v. needs. So, I thought providing healthy snacks for the kids may be a good way to buttress that lesson by providing some healthy snacks to the kids (bottled water, fruit and whatnot) compared to junk (get it want v. need). What do you think?

B: Nature Park: Katie brought up limiting number of children to sign up for Nature Club since it can get overcrowded and children may wander off. See about getting more parent volunteers. Katie asked Deb Shephard for any ideas when children are not listening as well as they should. Deb S. offered her up some ideas as well as offering her assistance if needed.

C: Volunteer Form: perhaps send out a volunteer form for parents to sign up for what they can help with. Maybe give an incentive to return it early.

D: Communication Format: Will do it monthly next year. Pennie will continue next year as well. There will be a weekly email of events for that week.

**Sample of Glenclyff Newsletter (Biweekly):**

**[https://drive.google.com/file/d/1HmmpcIIlMVGSNv\\_M-u4aNA1qrRonwP8jCAaNnzK3rdTYJI/DYhyJ9kCUEzVsCiL6p-6WrZ\\_I-3YJDbe4VI/view](https://drive.google.com/file/d/1HmmpcIIlMVGSNv_M-u4aNA1qrRonwP8jCAaNnzK3rdTYJI/DYhyJ9kCUEzVsCiL6p-6WrZ_I-3YJDbe4VI/view)**

E: ACES Day will be Friday 5/5. Only need to get water. No snacks this year.

F: Budget vote is May 16 this year.

G: Birchwood will need a June meeting to finalize officers for next year.

H: Discussed the PTO council Treasurer issue again.

IX: Approval of minute from last meeting:

Jan made motion, Erin seconded.

VIII: Concluding comments:

Adjournment: Jan motioned to adjourn, Erinseconded. Meeting adjourned at 10:30AM

Submitted by Anne Burger. Next meeting: Wednesday 5/10/17 at 6:30PM.