



Laguna PTO General Meeting Wednesday, August 31 2011 9 am Cafeteria

Welcome, call meeting to order

- Dr. Root welcomed everyone to the school and the PTO and encouraged everyone to get involved.
- Ice breaker: introductions
- Nurse Patty introduced herself and asked for volunteers for health screening. Wednesday, 1st through 5th grade; Thursday for Kindergarteners (September 28 and 29th). A short training will be held the week before on Thursday, September 22nd.

President

- Executive Board Update

There is an open position on the board (Director of Volunteer Resources). Please consider joining the board.

- Goals for the Year
- ✓ Laguna has one of the largest budgets within our complex. We do a great job fundraising, which allows us to provide many things for our students, including five instructional aides, a computer lab aide, our science lab, and the library.
- ✓ Financial fundraising goal is \$100,000 to provide programs and staff.
- ✓ Volunteers are needed for many of our programs to continue. The following volunteers have been found:
 - Michelle Okun & Yuki Kitugama will Chair Talent Show
 - Beth Saiki-Olsen will Chair Spirit Store
 - Stephanie Mindlin will Chair Community Outreach
- ✓ Laguna has a sister school (Tonalea) and does what it can to assist them as well.

- ✓ Fox News Helicopter will be arriving on September 7 at 8 am on our playground; weather will be done here and it will all be over at 8:35. Be here no later than 8 am. 7:45 is best.

Vice President

- Volunteer Needs
 - ✓ Cool Room is a supervised alternative to lunch recess. The cool room is located in Room 405 and is available for quiet play, watching a movie, relaxing and staying cool. Sign-up book is kept in the PTO room. You may bring a movie to show but it must be rated G and it cannot be Disney
 - ✓ Picture Day, Tuesday, September 13th. Sign-up sheet is in the front office.
- Treasurer
 - ✓ Policies for Reimbursements/Check Requests (tabled)
- Academic Programs
 - ✓ Program Needs: One volunteer is needed per classroom to staff WordMasters in grades 3, 4, and 5 and Art Masterpiece needs one volunteer for each classroom.
- Resource Development
 - ✓ Sponsorship Update: \$17, 561. Forms may be turned in at any time; every penny counts. The donation form is also the form used for the directory and for the PTO email newsletter.
 - ✓ Spirit Night Update: September 30th is the date for Spirit Night.
- Hospitality Update
 - ✓ Tabled
- Sales Fundraising
 - ✓ Gift Wrap/Entertainment Book: bags need to be assembled after drop off. Packets will go home on Friday for gift wrap and entertainment books.
 - ✓ Jamba Juice every Thursday. Spirit Store the third Thursday of the month. Cash needed for both. Students may not use lunch account for Jamba.
- Communications Update
 - ✓ Sign up for the newsletter and visit the website to stay informed

- Room Parent Orientation
- Angelia Fazio is the room parent coordinator
 - ✓ Notes from Dr. Root
 - Wanted to thank everyone for their volunteer
 - Parents on campus may bring small children, but no children of any age can be in any copy room.
 - One opening for an instructional aide. We have three spots filled and one opening. A full time aide has been hired to work with Meditz and Lindsay because they are over their cap. That aide is district paid.
 - Please keep in mind that as a parent on campus, you may see or hear a lot of information that is confidential and protected by federal law. Telephone lists, for example, cannot be distributed without permission. Test results and disciplinary issues may be things you see and/or witness and none of those items should be discussed ever.
 - ✓ Room Mom Guidelines
 - \$30, no more can be collected per student
 - A template letter will be given for use.
 - Healthy snacks are being encouraged. Please consider that when planning parties.
 - Birthday celebrations are no longer to include sweet snacks.
 - Teacher Support Volunteer list will also be supplied to fill all the volunteer spots for each classroom.
 - Memory books: do one online and those who want one can purchase individually. Recommended you do not use class funds.

Questions

How are aides being used?

Dr. Root asked for four instructional aides. The aides are not used as effectively when they are assigned to a specific grade. They are used where needed, as needed. For example, right now the aides are being used to assist with Kindergarten. Lori Soble is working to meet the needs of each grade as needed. Teachers and the administration will work with Lori to ensure that needs are met.