



Laguna Elementary School A+++
10475 E Lakeview Drive
Scottsdale, AZ 85258-4962

Telephone: (480) 484-2400
FAX: (480) 484-2401
Web site: www.susd.laguna.schoolfusion.us

Laguna PTO May 10, 2017 BOD Minutes

Laguna PTO March 15th BOD Meeting was called to order at 1:05 pm

Board Members Present: Meredith Ferris, Lainie Jose Miller, Janice Lajoie, Jenn Collins, Karin Kilburg, Jennifer Biancucci, Kathy Samuels, Catherine Lewis, Gayann Keats, and Lissa McGirt

Board Members Absent: Christine Sterling and Erin Turner

Guests: Dr. Root, Lara Shemen, America Payne, Nina Kandra, and Jill Comer

Presidents Report – Meredith and Lainie

Thank you to the 2016-2017 BOD for all of your hard work and welcome to the new 2017-2018 members. Thank you for the very successful Teacher Appreciation Week. There was a lot of great feedback from teachers. Passed around thank you/year's accomplishments letter that will be sent out to the community at the end of the year. Had all attendees introduce themselves: Name, Background, Position, Experience, why joined the PTO.

Treasurer Report - Janice

Handed out Budget Overview 2017-2018. Report Attached.

We have a \$16,000 QuickBooks balance and we want to end the year with \$15,000. We have \$50,000 in savings. There was a motion to gift \$2,500 to the school for technology, with the expectation that the funds would be used by the end of calendar year 2017. The motion was seconded and approved.

Explained that we budgeted for 4 aides for 2017-18 (science, computer, 2 RTI) and cut a check for 50% now and 50% next year. A family has been funding an aide for their child's grade level, but will only need half-time next year, so will fund with a restricted gift 1/2 of 4th aide's salary). We will account for 3 aides in 2018-2019 unless we can get a family contribution. There was a motion made to support 4 classroom aides in the 2017-2018 school year. The motion was seconded and approved. There was a motion made to exceed the 2016-2017 budget by \$1000. The motion was seconded and approved.

There was a motion made to accept the proposed budget. The motion was seconded and approved.

Would like the parents to know what PTO funds go towards. For example, Raz Kids reading levels paperwork sent home could inform parents that the program is funded by the PTO. Blue folders and computers could have stickers on them saying they were funded by the PTO, etc.

Secretary- Jenn

The slate has been approved. Welcome new members.

There was a motion made for Christine Sterling to continue as Director of Small Fundraising. The motion was seconded and approved.

There was a motion made to move America Payne to Director of Hospitality. Motion was seconded and approved.

2 forms need to be filled out by everyone- 'Code of Conduct for Board Members' and 'Resolution of the Board of Directors of the Laguna Parent Teacher Organization'. Forms were signed and given to Jill to file.

It was stressed that certain matters and issues discussed at meetings should remain confidential and it is also board members responsibility to diffuse fence talk from parents.

Principal Report – Dr. Root

Discussed some changes to the 2018-2019 SUSD calendar.

An exciting new project was passed by the governing board. The Coyote Hockey Club approached the Boys and Girls Club to gift a \$250,000 arena on Laguna property for multi sport use. A suggestion for a parent or teacher vs. student tournament as a fundraiser was proposed.

There is a lunch price increase to \$2.85 for students and \$3.75 for adults.

We need more playground equipment (balls, jump ropes) Could this come from Dine-out profits? May be able to use scholastic dollars after book fair to purchase- need dollar amount/what is needed.

Looking for a new vendor for the school's reading program- preferably a K-5 program. If can find a free one, could we move budgeted AR (+/- Raz Kids) expenses to a general account?

Looking for a host family for 2 girls entering DMHS in the fall- would be for the entire year.

Instead of new staff shirts, could money be allocated to an A+ application celebration, possibly with tee shirts and a BBQ and DJ? Student council may be able to raise money for student shirts.

Asked if we could increase library funds from \$500 to \$1000? It was explained that we will be gifting Scholastic dollars to Mrs. Geha that should make up for this difference.

Asked if we could use funds to purchase vests for the 5th graders that escort the Kinders at the beginning of the year.

Bill Jewett is the new facility coordinator.

Director of Communications 2017-2018 – Lara

Proposed that we use a paperless way to collect student/family contact information and volunteer pools, communicate/share information, order PTO merchandise, and create a PTO brand while cutting costs and using a system that we already have (MySchoolAnywhere). Could eliminate student info form collection and need for volunteer forms at 'Meet the Teacher' nights. All existing families are already in the system, need to get new families added. Could be set up so that parents could sign up online for volunteer positions. Dr. Root will meet with Lara, Meredith, and Lainie to further discuss this proposal and see if this is something that we should implement.

General Items- Meredith and Lainie –

Starting May 19th, we will be using Peach Jar, an online forum where flyers are emailed home. No paper flyers will be going through the district during the school year.

Summer Packets with a welcome letter and first PTO meeting information, family donation flyer, and August calendar, will be sent home. First open PTO meeting was changed to morning hours.

Executive Board will meet August 3rd from 9am-11am for the first PTO meeting, taking official PTO photos for badges beforehand at 8:30 or 8:45am.

August 4th is Meet the Teacher day. We would like to have a PTO booth with spirit store, volunteer opportunities/information for Art Masterpiece/Word Masters etc. on display, bus schedules, volunteer to answer questions about PTO, etc. Need someone to head up. Lainie and Meredith will be at the New Parent Orientation that morning.

The tax credit will pay for one Cool Room Aide, but we will still be asking for one volunteer each shift as well- two shifts per day, lunch times by grade need to be determined so parents can sign up during their student's time if desired.

Back to School supply order forms will be coming home next week. Looking for volunteers to help distribute them to classrooms on 8/3.

Discussed changing date of Scholastic Book Fair or Fall Picture Day or both, to not compete with Spirit Night.

Motion made to approve August calendar for summer packet. Motion was seconded and approved.

*Meeting adjourned at 3:05 pm. Next board meeting is scheduled for Thurs. Aug 3rd at 9 am
Minutes compiled by Jill Comer, Recording Secretary*