

STONE CREEK CHARTER SCHOOL  
PTO Meeting Minutes  
October 14, 2011

Time: 8:30am

Location: Teacher's Lounge, EIC campus

Prior notification of this meeting was given through the SCCS Pony Express email newsletter.

Attendees:

Earl Hartman, Vice President

Kathe Koelliker, Secretary

Krista Wolfe, Treasurer

Mara Mactaggart

Mitzi Forrester, SCCS BOD

❖ BOOK FAIR

- Cancelled due to lack of a feasible space. If an alternative location is found the Book Fair may be rescheduled.

❖ LUNCH PROGRAM

- Orders
  - First session of lunches (Oct-early Dec) has 218 lunch orders
  - 6 = Full orders for Free and Reduced (F&R) lunches
  - 2 = Partial orders for F&R lunches
- Vendors
  - Cost = \$2.50 - \$3.50 per meal
  - Prepared off-site
  - Belmont Deli, owned by SCCS BOD Mike Rindone
  - Henry's Café
  - Old Forge Pizza
- Labor
  - Olivet declined to work for PTO Lunch Program this year for personal reasons
    - This negates the previous resolution by PTO to pay SCCS for a portion of Olivet's salary and this amount will not be paid to SCCS
  - Krista is providing the labor
    - Labor is needed at 2-4 hours/day, 4 days/wk, 8-9 wks/session, 3-4 sessions/yr
    - Volunteer labor historically has been difficult to administer and rely on
  - Motion by Earl to make the Lunch Program labor a paid Contract position at \$15/hr. Second by Kathe. Krista excused herself from voting. Approved by a 4-0 vote.
- Administration
  - Krista will provide a Lunch Program budget (cost + labor) to keep in PTO files
  - PTO will provide a Contract Labor agreement to Krista
  - Krista and PTO will work on creating a SOP manual for future reference

❖ PTO RECRUITMENT

- Discussion was tabled for future meetings.

❖ CHESS CLUB

- Motion by Earl to allocate \$500 funds for Chess Club future purchases. Motion was not seconded.
- Earl will make a written proposal on how the funds will be spent.
- Discussion was tabled for future meetings.

## ❖ FUNDRAISING

- City Market Cares and Box Tops
  - These two programs will be combined in all marketing campaigns to be sensitive to the challenges many parents have of feeling bombarded by school fundraising programs. This may increase participation in both programs.
  - Marketing efforts will go through PE email blasts, go-home flyers and posters at each campus.
- December Skate Party
  - PTO's Dec 31 Family Night at Dobson Arena is postponed to a late winter/early spring date due to possible date conflicts with other SCCS events put on by the new Fundraising Committee.

## ❖ TREASURER REPORT

- Jogathon
  - \$36k = pledges
  - \$10k = collections to date
  - \$719 = allocations to upper school of collections to date
  - Historically 98% collections on pledges
  - Discussion tabled on allocating funds until future meeting.
- In May 2011 PTO pre-paid \$3800 to SCCS to be applied toward Olivet's benefit package during the school year 2011-12.
  - Olivet is no longer contracted with PTO Lunch Program in any capacity
  - Motion made by Kathe to reclassify this as a general donation to SCCS instead of as a specific-use contribution (i.e., payroll benefits for Olivet). Second by Krista. Approved with a 5-0 yes vote.
- Unallocated Funds
  - \$5k unallocated funds are available
  - Motion by Mara to allocate the \$5k funds for future PTO Enrichment Programs, to be decided upon by PTO as they come up. Second by Earl. Approved by a 4-0 vote.
- Teacher Requests
  - Motion by Krista to allocate \$25 per child for Field Trips/Enrichment Programs which will be explained to teachers as a "use it or lose it" program during the year. Second by Earl. Approved by a 5-0 vote.
- Miscellaneous
  - The funds that were previously authorized by PTO to be given to SCCS to contribute towards Olivet's salary package were not distributed because Olivet canceled his salaried position with the school and that negates the funds agreement between PTO and SCCS.

## ❖ TEACHER APPRECIATION

- Kathe and Mitzi will take over the Teacher Appreciation Committee.
- 1<sup>st</sup> event is Teacher Meals for conference days – Oct 19 and Oct 26

## ❖ NEXT PTO MEETING

- The next regularly scheduled PTO meeting is Nov 11 at 8:15 am, location tbd.

## ADJOURNED

The meeting was adjourned at 10:30 am.