

Brownsville PTO
General Membership Meeting
September 16, 2009

In attendance: Joanne Meier, Jess Haden, Lori Benedict, Amy Life, Heather Marcel, Tracey Roberts, Wendy Bragaw, Sue Brown, Jean Petrell, Johannah Dottori, Betsy Aronson, Kristal Sumpter, Sue Moffett, Jeanette Abell, Ellen Wilson, John Hermann, Kris Sukovich, Danica Plantz, Terri Allard, Jo Vining, Xiaoming Wang, and Cady Garey.

- I. The meeting was called to order at 6:35 pm.
 - a. Jess Haden moved to approve the June 2, 2009 meeting minutes, this motion was seconded by Amy Life. The motion passed unopposed.
- II. Reports of Officers
 - a. Principal, Jo Vining
 - Back to school night feedback very positive
 - School Board Bus Tour 9/16/09 looking at southern feeder pattern vs. our larger, showcase facility. Still incorporating new building and new technology.
 - Current Brownsville enrollment is 533 students. About 30 over projection which means extra staffing.
 - Dedication some time in October, TBA.
 - b. PTO President, Joanne Meier
 - PTO meetings will follow Robert's Rules of Order in three ways: 1. Structure of the agenda, 2. Meeting conduct (PTO members conduct themselves appropriately, 3. Voting.
 - c. PTO Treasurers, Wendy Bragaw and Sue Brown
 - Sue has recently completed an audit of the PTO Budget.
 - Currently using Quicken Online so that several people can view information at the same time.
 - Three checks have been written and one deposit has been made thus far.
 - d. Volunteer Coordinator, Lori Benedict
 - Lori was given the "Busy Bee" statue which had been passed down to her by the former volunteer coordinator.
 - Online registration is going well. So far, 217 registrations for various volunteer positions have been made from 77 parents. 16 room parent positions have been taken; there are 10 classrooms still in need. 5 Art Print and 2 Brownsville Publishing spots have been taken.
 - Info about filling remaining positions will be posted in the next "Buzzings".
 - For a cost of \$103 the Volunteer Guide was printed and sent out. Thanks to Imagine That Signs and Kimberly Collins, a Brownsville parent for their generous help with this project.
 - Volunteers needed: Grounds Beautification: 2 people, Kid Pan Alley: 2 people, Golf Tournament: 3 people, Arts and Crafts: 3 people.
 - Sue Brown will coordinate Family Game Night. Still need someone to coordinate the Science Fair.
- III. Reports of Standing Committees and Special Committees

- a. Parent Council, Ian Sole—not in attendance, participating in the Western Feeder Pattern meeting at Western Albemarle High School.
- b. Welcome Back Picnic, Johannah Dottori
 - LOTS of food consumed, LOTS of wonderful donations. Harris Teeter went above and beyond!
 - Budget for event was \$1000. Total expenses were \$982.34. Tent was \$575 (fire and safety permit included) and \$407 was spent for supplies. About \$1.50 was spent per family.
 - Did a mailing this year. Next year perhaps just an email?
 - Terri Allard was wonderful but worked super hard, perhaps more performers next year?
 - Nurse Becky took great pictures, will be using some in Thank You posters.
 - need to check releases to put pictures on the web.
 - 38 t-shirts were sold.
- c. Bee Program, Katherine Merhige and Sally Cushing
 - Classes have started this week. Currently have 94 classes for the year. 777 seats are filled thus far.
 - Many changes this year: On-line registration, check-in (location and personnel).
 - Trisa Hirshi and Cathy Warnick are helping with check-in and check-out. They will both be there for check-in. Our administrative costs will increase by about 30% as a result, but it is necessary given the increased number of students and configuration of the school.
 - Scholarships seem a bit down this year. Don't know if it is a result of a change in student body or a result of on-line registration.
 - We gave paper registrants opportunity to register: we delayed registration; we sent notices home to request a paper form; we held 20% of the seats in each class for an additional week for the fall; we are continuing to hold 20% of the spots for the winter and spring.
 - On-line registration seemed to work well although we had just over 300 seats filled in the first 30 minutes of registration and the email confirmation crashed for the day—it has been corrected. We are still trying to get used to the “back-end” data generated by on-line registration.
 - Some changes to the BEE Keepers: Becky Hughes is helping Lisa Swales with scholarships; Andrea Roberts is working with Lori Benedict on Curriculum. Terri Meenan continues to do an excellent job as Treasurer, and Sally Cushing and Katherine Merhige are Co-Chairs.
 - email system could only handle 500 entries in a day; we've switched to one that can handle 2000 in a day.
- d. School Directory, Jean Petrell and Leah Daniel
 - Online is great! Got 45 paper duplicate registrations that need some follow up because of inconsistencies.
 - Sending out another reminder with an option to opt out.
 - Extra copies will be available for \$5. CSV file is going out to get quotes.
 - directory will be out in mid October, everyone will get one unless they opt out.
 - can we attach a PDF to the website to be printed out?
 - Directory is strictly for the use of the Brownsville Community.
- e. Kid Pan Alley, Terri Allard and Sally Cushing
 - Funding: PTO Gifting and VA Commission for the Arts
 - This year 2nd and 5th graders will have 2 days of collaboration, 1 day of rehearsal and 2 performances: afternoon and evening.

- For new parents: Kid Pan Alley is a 5 day intensive residency cloaked as a song writing event with two professional song writers.
- Intergenerational residency, seniors come from Mountainside to talk with and share experiences with 5th graders. Students visit Mountainside and students and seniors write songs about each other.
- looking for volunteers for classrooms to photograph, type lyrics and be on-stage scroll person. Sally Cushing will be looking for volunteers. Schedules are being finalized.

- f. Grounds Beautification, Kris Sukovich
 - Butterfly Garden is beside Library.
 - United Way day of Caring volunteers this year will be weeding as well as some on going weeding by BASE students.
 - This year we will focus on reestablishing the entryway after construction. Any landscapers who are willing to offer help or those willing to give bulbs are welcome.
 - TASTEE TASTING was today. Apples donated by Harris Teeter—they gave 6 banana boxes full of apples. Extras will be used for snacks. Harris Teeter will help once or twice a month with fruit and veggies. If anyone has ideas, let Kris know.
 - Would like to pursue Governor’s Award for Nutrition again.
- g. BeeBop, Danica Plantz and Jen Jackson
 - Event date October 23, in the morning.
 - PTO usually donates \$50 or \$60 for oranges and apples.
 - Five or six volunteers will be needed. Parents can come for fun.
- h. Golf Tournament Fundraiser, Jess Haden
 - Event date October 9th at Old Trail, rain or shine!
 - Last year’s largest fund raiser
 - Registration online, \$125 per person to play
 - families invited to cook out post event.
 - Volunteers needed that day, please contact Jess
 - Lots of support from businesses and individuals---thank you!
- i. Arts and Crafts Fair Fundraiser, Denise Moore and Tara Giannini
 - We are still accepting vendors for the Fair on October 17th. We are in need of a volunteer to help with the children’s area and volunteers in general. Help advertise and come out to support the event!
- j. Attractions, Becky Hughes
 - Books will go home on Monday, October 5th.
 - We get \$12.50 per book sold, need to sell 280. Last year we sold 230, the year before, 394. Pizza parties will be given to top selling classrooms

IV. Old Business

- a. PTO Website
 - Great kickoff, still a work in progress.
 - Testimonial section- love to keep adding to it, please email info to board members.
 - Working on Phase 2 wish list. Funded by 75% outside funding and would like to keep it that way.

V. New Business

a. Budget

-Page 3 covers the money committed to gift last year. Page 1 is the proposed budget to be voted on in October. Proposed budget was formulated by increasing last year's budget by 25%. This budget may be found online and in the front office.

-Silent Auction is becoming an Evening Event and we are unsure in which direction it is going. Music? Dancing? Auction? Using Old Trail Clubhouse? Event scheduled for February 27th. Open to ideas.

-\$5000 Tile Profit based on other schools' profit.

VI. Announcements

- a. Next PTO meeting is on Tuesday, October 20th at 6:30pm in the Library.

The meeting was adjourned at 7:49 pm. Respectfully submitted by Cady Garey, PTO Secretary.

