

## General Membership Meeting - PTO Minutes

October 11<sup>th</sup> 2011 – 6:30pm – 7:30pm

**In Attendance:** Katherine Merhige, Megan Sullivan, Amy Life, Josh Gehring, Claiborne Davis, Heather Marcel, Sally Wallace, Kay Slater, Nancy Bond, India Haun, Linda King, Joanne Meier, Jeanette Abell, Kelly Gobble, Brette Stephenson, Janine Hellings, Ian Sole, Kelli Day, Bethany Robinson, Sarah Lewis, Tricia Evans, Karen Kelly, Corie King

<i>TOPIC</i>	<i>DISCUSSION</i>	<i>ACTIONS/FOLLOW-UP</i>	<i>PERSON RESPONSIBLE</i>
<b>I. Call to Order</b>	Approval of September General Membership Meeting Minutes	No further revisions	
<b>II. Reports of Officers</b>			
A. Principal, India Haun	<p><b>Welcome from India</b></p> <ul style="list-style-type: none"> <li>- Lock down went well. Good prep with teachers.</li> <li>- Great movie event!</li> <li>- Map – kids seemed to love it and can't wait to use it!</li> <li>- Golf Tournament was a huge success</li> </ul> <p><b>RESPONSIVE CLASSROOM (RC) INFORMATION</b></p> <ul style="list-style-type: none"> <li>- Last year there were requests to support responsive classroom</li> <li>- The responsive classroom concept is about building a caring community with each classroom.</li> <li>- Brownsville hosted training for teachers.</li> <li>- PTO helped sponsor the training with gifting to purchase RC materials for the professional library</li> </ul> <p><b>Two teachers who have taken the training spoke to the PTO</b></p> <ul style="list-style-type: none"> <li>- Bethany Robinson (K)- responsive classroom training 8 years ago</li> <li>- Kelli Day (5) – noted sense of community within classroom and seemed to feel like it helped to know students personally.                             <ul style="list-style-type: none"> <li>- Morning meeting – greeting to start day every day with sense of belonging and feeling like you make a difference.</li> <li>- Share stories – one piece of news – ie- dog had puppies. –</li> <li>- Help build connections – finding commonality with others</li> </ul> </li> </ul> <p><b>DEMO</b> of responsive classroom facilitated by Bethany and Kelli with the PTO members</p>	<p><b>Parent Teacher Conferences</b></p> <ul style="list-style-type: none"> <li>- 9 week conferences start in 2 weeks.</li> <li>- Oct 17-Nov 8<sup>th</sup> - please sign up.</li> </ul>	

<p>B. President, Katherine Merhige</p>	<p><b>Welcome from Katherine</b></p> <ul style="list-style-type: none"> <li>- Long range Brownsville grounds planning committee has started meeting.</li> <li>- Beautification Day – GS troop 352 helped out</li> <li>- Va. Opera is coming Oct 24<sup>th</sup></li> <li>- Spring – Snakes Alive – April 26<sup>th</sup> more to come</li> </ul>	<p>-If you would like to join the committee please let Katherine Merhige know.</p>	
<p>C. Volunteer Coordinators, Sally Wallace and Nancy Bond</p>	<p><b>Update from Sally Wallace</b></p> <ul style="list-style-type: none"> <li>- Room parents covered</li> <li>- Sally desperately seeking volunteers</li> <li>- Adopt a booth idea – received only 4 fliers back – maybe “the create your own booth” was intimidating??</li> <li>- Approached teachers with sign up Genius – low response</li> <li>- A lot of middle school groups are going to volunteer. Many B’ville graduates</li> <li>- Unique methods for fair sign up are not working at this time</li> </ul>	<p>-Seeking volunteers for the Fun Fair/Country Fair on October 29<sup>th</sup>.</p>	
<p>D. Treasurers, Amy Life and Josh Gehring</p>	<p><i>See Budget Section below -</i></p>		
<p>E. BEE Program, Sally Cushing</p>	<p><b>Written Report from Sally Cushing</b></p> <ul style="list-style-type: none"> <li>- BEE program – winter registration starts on Oct 24<sup>th</sup> <ul style="list-style-type: none"> <li>– run like fall</li> <li>– two classes on honor system like fall <ul style="list-style-type: none"> <li>– another twist – if your child has taken Basketball – a popular class , or any of the other popular classes, please wait for two days before you sign up again for that same class.</li> <li>– Please refrain from registering your children for classes they have previously enrolled in on the first two days</li> </ul> </li> </ul> </li> </ul>		
<p><b>III. Old Business</b></p>			
<p>A. Vote on PTO Budget for 2011-2012 school year</p>	<p><b>Amy and Josh</b></p> <ul style="list-style-type: none"> <li>- Presented proposed budget last September PTO meeting</li> <li>- Reviewed budget</li> <li>- Budget approved</li> </ul>		

<b>IV. New Business</b>			
A. Va Opera	<p><b>Written Report from Cady Garey</b></p> <ul style="list-style-type: none"> <li>- Virginia Opera is coming on Monday, October 24th to do a PTO sponsored assembly for all students.</li> </ul>	<ul style="list-style-type: none"> <li>- Anyone interested in helping day of with set up of the PTO to serve as a dressing room and helping return the music room to its normal state after the last performance, please contact Cady Garey 823-5297 or <a href="mailto:cadygarey@hotmail.com">cadygarey@hotmail.com</a> .</li> </ul>	
<b>V. Reports of Standing and Special Committees</b>			
A. Attractions Fundraiser	<p><b>Written Report From Cady Garey</b></p> <p>Sales went very well this year! At this point, we have brought in \$9,800 in book sales and another \$850 in online payments. Total payments received are \$10,650.00, of which we get 50%. Our total profit this year is \$5,325.00! We have very few books that have not been returned or paid for at this point, less than twenty, which is awesome. The Attractions Book company writes these books off and we do not have to pay for them, which is very generous. I try and go above and beyond to get as many books back as possible. The Attractions Book company gave each classroom teacher a free book as a thank you for their help with the fund raiser. This has been the precedent in past years but will probably change in the future.</p>		
B. School Directory	<p><b>Written Report from Brandy Copeland</b></p> <ul style="list-style-type: none"> <li>-Finally at printer</li> <li>-Family distribution – each family and teachers will receive a copy</li> <li>-About 60 extras for sale</li> <li>- Directory will be out next Monday</li> </ul>		
C. Outdoor Picnic and Movie Night	<p><b>Report from Megan Sullivan</b></p> <ul style="list-style-type: none"> <li>-Approx 625 people attended</li> <li>-Went well</li> <li>-Middle school volunteers – went well.</li> <li>-Easy event to put together</li> <li>-Wintergreen and Jay Roberts donated time and equipment. <b><i>Thank you so much!</i></b></li> </ul>		

	-Made a little money. -Some lessons learned – lighting and clean up		
D. Golf Tournament	<b>Written Report from Tom Sherman</b> -Great day! -Made approx \$7,000	-	
E. Sally Foster Fundraiser	<b>Update from Heidi Brown</b> Sales are going into their second week this week. Don't have a report yet from Sally Foster rep on how much has been credited to Brownsville. I've had a few phone calls about some confusion regarding crediting individual seller with a sale. The only reason this would help is so I know they ordered and are entitled to the free gift wrap incentive.  I'll have a table set up at the Country Fair on Oct. 29 to distribute the free wrap. If a parent tells me they ordered for Brownsville, even though their child's name isn't associated with the order, I'll give them a roll.	<ul style="list-style-type: none"> <li>- People are having trouble because the rolls are back ordered</li> <li>- You can order until the end of the year</li> <li>- Free roll of paper if order by Oct 18th</li> </ul>	
F. Community Spirit Night	<b>Report from Brette Stephenson</b> -Tomorrow – 7 businesses - + La Cocina del Sol, Fardowners, Over the Moon, Pesto grille, Geen House Coffee, -Each business will have a small Brownsville sign by the register -Coupons were out in B'ville flier -All day tomorrow! -Vouchers are out today	<ul style="list-style-type: none"> <li>- Stop by one of the businesses tomorrow!</li> <li>- Thank them for their support!</li> </ul>	
G. Bee Bop	<b>Written Report from Danica Plantz</b> <b>October 21</b> – fun walking and or running activity -Grades- 4-5 -12:00-1:00 -Grades - K-3- 1:10-2:10	-If you are available, go run and have fun with your child!	
H. Fun Fest/Country Fair	<b>Report from Kelly Gobble</b> -Sat Oct 29 <sup>th</sup> -Event that raises a large amount of money for the PTO -Volunteers – Saturday afternoon – difficult to find volunteers -Working with room parents to find volunteers -Fliers are out for pie and cake auction <ul style="list-style-type: none"> <li>– silent bid auction</li> <li>– section for kids and adult entries</li> </ul> -Next week look for ticket pre-sales and games and dinner pre-sales	<ul style="list-style-type: none"> <li>- Please consider volunteering on Saturday afternoon</li> <li>- Bring your family!</li> <li>- Friday – Oct 28<sup>th</sup> is Fair set up</li> <li>- Think about dressing up if you are running a game!</li> </ul>	
I. Sponsorship	<b>Report from Kay Slater</b> <ul style="list-style-type: none"> <li>- Since last meeting – reached \$11,000 – 6,000+received so far</li> </ul>	<ul style="list-style-type: none"> <li>- Looking for suggestions – email if you have ideas</li> </ul>	<b>Kay Slater</b>

	<ul style="list-style-type: none"> <li>- PPT screen show of each sponsors logo – we ran them 18 times – feedback was that the sponsors liked the publicity</li> <li>- Sponsors <ul style="list-style-type: none"> <li>– We thanked them!</li> <li>– Received feedback</li> </ul> </li> <li>- Developing a working relationship</li> <li>- Banners /signs used at golf</li> <li>- 4 sponsor signs on golf green</li> <li>- Banners and signs will be used at country fair</li> <li>- Brownsville will only talk to sponsor once</li> </ul>	<ul style="list-style-type: none"> <li>- Building up portfolio to show to prospective sponsors</li> <li>- Please thank any sponsors you see for their support!</li> <li>- Review what worked well</li> <li>- Review communications</li> <li>- Following up with sponsors</li> <li>- Backing up data to have for other person to do this in the future</li> </ul>	
J. Teacher Appreciation	<p><b>Report from Heather Marcel</b></p> <ul style="list-style-type: none"> <li>- Tree for specialists – leaf shaped cookies for treat</li> <li>- We are making a tree with leaves and putting the specialists names on them</li> </ul>	<p><b>Month of October</b></p> <ul style="list-style-type: none"> <li>- Specialists</li> </ul>	
K. Parent Council Report	<p><b>Update from Ian Sole</b></p> <ul style="list-style-type: none"> <li>- A lot of new members on the council</li> <li>- Liaison between schools and admin</li> <li>- Oct 24<sup>th</sup> PTO presidents come and share</li> <li>- Fund Raising - Schools are going the more simple route – ask parents for a check and then the rest of the PTO work is for fun activities to build communities</li> <li>- Other PTO seemed to be supported basics that were being cut in funding</li> </ul>		
<b>VI. Announcements</b>	The next PTO meeting will be held November 15, 2011 at 6:30pm		

Meeting Adjourned at 7:40pm

Respectfully Submitted,  
*Claiborne Miller-Davis - PTO Secretary*