

## MOHAWK ELEMENTARY PTO MEETING MINUTES

The budget portion of the September meeting of the Mohawk Elementary PTO was called to order at 6:38pm on Tuesday, September 20, 2011. In attendance were the Principal, Chris Gardner, the PTO Executive Board, teachers and PTO members.

A vote was held to make the following changes to the budget:

- Income, line 2: Fund for Teachers Switching Grade Levels from \$50 to \$100; the funds will come from School Improvement, line 36.
- \$750 will also be taken from School Improvement to be used to purchase new grade level reading materials.

A motion was made by Heidi Verellen and seconded by Stephanie Dobson to approve the Mohawk Elementary PTO 2010-2011 budget reflecting the above mentioned changes. A vote was held, and the budget was approved.

The general portion of the September meeting of the Mohawk Elementary PTO was called to order at 7:12pm on Tuesday, September 20, 2011. In attendance were the Principal, Chris Gardner, the PTO Executive Board, PTO members and teacher representatives.

President, Sian Lyons, opened the meeting with a welcome and round table introductions.

During the Principal's Report, Mr. Gardner spoke about the November 8<sup>th</sup> election for a special education enhancement millage which would alleviate the general fund and be just over \$3 million for our district alone. Mr. Gardner said that when asked how he likes it at Mohawk, he replied that he feels like he's "died and gone to heaven." Since coming from a middle school, he really appreciates the money from the PTO. He also announced that September 23 is picture day and September 30 is the Tiger Trek.

During Q&A from Parents, a parent asked when Count Day is. Mr. Gardner said that the two count days are October 5 and February 8.

During the Teacher's Report, Mrs. Zybura (Art) said that she would be able to do the Art Show in the spring with help. She is also very excited to see that the students are so creative. Mrs. Gendernelle extended a huge thank-you to the PTO for the funds that have been provided.

During the President's Report, a motion was made by Maureen LaFleure and seconded by Stephanie Dobson to approve the May meeting minutes. Sian Lyons passed around the sign up sheets for open volunteer positions and announced that the second Co-Social Chair position is still open and encouraged members to consider taking the position.

During the Treasurer's Report, Stephanie Flattery announced that the account at Huntington Bank is closed and our account is now with Michigan Schools Government Credit Union with a checking and savings account; the savings account is necessary to deduct a \$5 monthly fee. Stephanie presented the bank statements and closing balances for May, June, July and August. She also presented the paperwork and procedures necessary for chairpersons to maintain for fundraisers. Stephanie presented the procedures for collecting and counting money.

The following Committee Reports were made:

- Ice Cream Social: positive feedback, 500 people got ice cream (plus those that didn't) in attendance, Thank-you to Mr. Gardner for helping to make it a success.
- Entertainment Books: sale running from 9/12-9/26, target is to sell 400 books for a profit of \$1700.
- Tiger Trek: to be held on 9/30, \$600 donated so far, incentive prizes were passed around, teachers are encouraged to "pump it up," Mr. Gardner reviewed the schedule and asked for the volunteers to sign in at the track and wear a visitor paw print sticker.
- Art to Remember: Mrs. Zybura (Art) is helping select the artwork, order forms go home on 10/10 and are due back on 10/17, product due to come back before Thanksgiving.
- Mom 2 Mom: scheduled for 10/22, currently promoting, required to contact the Fire Marshal with set up map.
- Bagel Day: to be held the first Friday of each month, the first sale is scheduled for 10/7.
- Box Tops: challenges and prizes were reviewed.
- Kroger: need to re-register every year.
- Cartridges 4 Kids: first submission sent on 9/12, receive check every other month.
- Gordon Food Service: Mohawk receives percentage when you shop with card, need form from school to enroll.
- Health Team: has 6 new members, PTO President, Sian Lyons, Mr. Gardner and teacher liaison, Ms. Rosenberg; third week in October is Red Ribbon Week, next meeting is 10/6 at 8:30am, location to be announced.
- Kids Helping Kids: flyer to go out in October packet.
- Labels for Education: chair is open, points go toward educational products.
- Market Day: sales to be held monthly, 2 in November, none in December.
- Restaurant Nights: first one at Coney Grille on 9/15, 2<sup>nd</sup> Thursday of each month at Coney Grille and one additional restaurant per month, Jungle Java on a half day.
- Room Parent: volunteer forms are out, meeting on 9/29, Mr. Gardner to email teachers to turn in their choices by 9/26.
- School Store: to be held on the 3<sup>rd</sup> Friday of each month, the 4<sup>th</sup> Friday in March.
- Sunshine: welcome cookie basket for Mr. Gardner, congratulations to Mr. Buccilli, Mrs. Brantley lost her father, parent said that if you purchase 5 cards at Walgreens you get \$5 back.
- Target: needs chairperson.

During the Business portion of the meeting, Mr. Gardner said that he would be doing the morning announcements until mid October and to give him any information to be included in the announcements. Sian Lyons said that PTO flyers, etc. will be distributed from the main office to the teachers' mailboxes on Tuesdays and Thursdays. Two new fundraisers are Coke Rewards and labels from ConAgra foods, a company that will donate to help feed the hungry. Mohawk is signed up for National Walk to School Day on October 5.

The next meeting will be held on Tuesday, October 11, 2011 at 7:00pm in the Media Center.

The meeting adjourned at 8:54pm.

Crissi Smith, Secretary