

# Kolter Parent Teacher Organization (PTO) General Meeting Minutes

Monday, November 15, 2010

**Members Present:** see attached sign-in sheet

## Call to order:

President, Anne Hodgson, called the meeting to order at the Kolter Elementary Cafeteria on November 15, 2010 at 6:34 PM. A quorum was not present.

President Hodgson welcomed attendees and updated on ongoing events/fundraising- wall mural in cafeteria discussed, 50<sup>th</sup> Anniversary Events- goal to make 24k and made 29,500k. Fall fundraiser

## Officer's Reports:

A. Secretary's report: Ms. Ruiz-Mansfield, Secretary

1. Minutes tendered but not approved since no quorum present.

B. Treasurer's Report: Ms. Angie Pettigrew, Treasurer

1. Ms. Pettigrew reviewed and reported on the October financial report.
2. Ms Pettigrew reported that T-shirt sales for 50<sup>th</sup> Anniversary shirts resulted in a \$2,000 deposit but that money would be used to purchase more shirts.
3. Ms. Pettigrew reviewed the budget expenses and revenue generated for recent events and other items, including t-shirt money, entertainment books and spirit night.
4. Ms. Pettigrew reported the financial policy and the budget will be on the PTO website at [www.kolterpto.com](http://www.kolterpto.com)

## New Business:

No new business.

## Committee Reports:

1. Cafeteria Update- Phase 1 of cafeteria project completed. Phase 2 will consist of the flooring. Question about sound system- potential phase 3.
2. 50<sup>th</sup> Anniversary Events- Executive committee- President Hodgson thanked all those involved on the executive board who helped participating in the event. Stacy Schwartzberg & Rhonda Gilbo presented information for the 50<sup>th</sup> Anniversary Events Melissa Kalmans was responsible for the auction that earned 17,000.00.
3. GLC- Ms. Hodgson introduced Ms. Janis Goldstein as the Grade Level Coordinator. The role and procedure of this new position was discussed.
4. Book Fair- Ms. Julie Doyle-Madrid discussed she has plenty of volunteers. Gift certificates will be handed out the night of pizza night. If don't pick up GC, kids will get in class. Trying to get where books purchased for teachers will stay with school and delivered to teacher. If you have spare change, please bring spare change for book fair shortages.
5. Grandparent's Day- Is in need of more volunteers for each day.
6. Directory- Ms. Hodgson reported for Ms. Gilbo. The paper copy has been delayed due to paper printing and costs. Hard version will be available soon. Formatting for directory request. Parent requested for future years directory should not have line item for mom & dad but parents/guardians instead.
7. Incentives- Amazon.com purchase as you would normally and if you go through the Kolter website, we get a % of the sales. Diapers & wipes for babies – 30% off. Discussed different benefits of Amazon. Suggested that we get a banner to advertise Amazon benefits of use.
8. SDMC- Teacher appraisals- HISD is revising/updating its teacher appraisal system. The website to go to for giving input [www.hisdeffectiveteachers.org](http://www.hisdeffectiveteachers.org) This process will continue through mid-January.

**Principal's Report:** Ms. Stewart was unable to attend the meeting.

**Announcements/New Business**

1. Garden Week- Angela Roth reported 22<sup>nd</sup> the 2<sup>nd</sup> graders will be doing something. Sweet Potato Festival was held for the 5<sup>th</sup> graders. Pocket prairie making progress. Upcoming Summit about gardening on February 2<sup>nd</sup>. Ms. Roth will disseminate more information about the event in order to garner support from teachers and parents.
2. Yearbook Plans
3. Spirit Night- Los Tios
4. Box tops – December 8<sup>th</sup> due date.

**Old Business:**

None.

**Announcements:**

Meeting adjourned at 7:38 p.m.

Meeting minutes compiled by:

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Cyndi Ruiz-Mansfield, Kolter PTO Secretary