

Orchard Ridge Elementary PTO
Board Meeting Minutes for 10/11/2005

1. **In Attendance:** Karen Northey, Kelly Cook, Matt Silvern, Barb Dorn, Michael Stone, Leota Dye, Kathy Statz, Dianne Harrington, Valerie Jackson, Don Crary, Gretchen Olson
2. **PRINCIPAL'S REPORT:**
 1. **Thefts:** There was a rash of thefts which seemed to be targeted at teachers and adults; wallets/purses taken. Generally happened after school. Appears to have stopped recently. No determination who did it but police reports were made. As a result, adults in the school are on alert and watching for people who do not belong in the school. The rule having Toki kids outside after school is being reinforced.
 2. **Parents Lunch Day:** Barb wants to know if there is interest in inviting the parents to come for lunch. The consensus was yes, so she will schedule it. Last year's was 11/18.
 3. **Winter clothes drive** will still be coordinated through the social worker. Teachers who have a need in their room will get what they need from the social worker.
 4. **Fire drill** was completed in record time. The kids were eerily quiet and attentive! It was the best one in a long time.
 5. **District** will supply us with new updated Emergency Procedures books for each classroom. Class lists will be on that same clipboard.
 6. **Code Red Drill:** Practices lockdown of building. Planned for Oct 25. Police officers will be consulted and invited to attend. Barb working on a procedure that will minimize children getting scared by the drill. Barb will ask the social worker to be ready to work with any kids who seem affected by the drill.
 7. **Morning Music:** Classical music will be played on the intercom system from 8:25 to 8:35 starting Monday. This will serve as a wonderful way to get kids centered for the day and also as a reminder that the school day is starting. Announcements will directly follow the music.
 8. **Playground volunteers** are needed to sign in and out equipment.
3. **MULCH:**
 1. There was extensive discussion about what the playground ideally needs: A bobcat to dig out the destroyed woodchips, dirt and sod. Replace with 6-8 inches of new woodchips, preferably oak (or ideally shredded tire if it weren't so cost prohibitive). We agreed that the safety of the kids is in jeopardy right now, and we need to address that asap. Matt Silvern will re-measure and order a top dressing of chips (around 60 yards, up to \$1500). We will organize as many helpers as possible and get the chips spread. Meanwhile, Barb will put in a request with the district to get a professional opinion which addresses the state of the chips and the drainage problems. We will be better equipped to thoroughly rehabilitate the playground once we have the luxury of more time to plan and raise money. Perhaps this can be a special fund raiser when the time comes.
4. **FUNDRAISERS:**
 1. **Scrip Report:** Going well; the school made almost \$700 on the first order. Don Crary has graciously agreed to allow us to sell scrip at the open house.
 2. **Clubs Choice:** Kathy Statz voiced concern about the kick-off meeting being way too centered around what the kids could get if they sold a lot. A lot of kids left thinking they were going to win cash or other gifts like an I-Pod. We all agree that next year, the spiel should be given to the PTO, and the PTO can translate it

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to the kids, and perhaps do their own kick-off to the kids. Otherwise, Club's Choice has been well received so far.

3. **Milk caps, box tops, Cub receipts, Campbell's labels:** Diane will place a folder outside each classroom for the kids to put these items. It is thought that having it right at the classroom will motivate kids to gather more of these items. There will also be the box in the office. A parent wondered if we can have a box at Cub foods, in the store. Diane will check with Heather, she thinks Heather has been told no before. If Heather hasn't looked into it, she will ask Tara to look into it (Tara is soon replacing Heather for this job).

5.MISC:

1. Secretary (Gretchen) requests that meeting minutes are revised and approved via email. This allows paperless and quick posting of the notes outside the office. It was agreed that the following procedure will be followed:
 1. Secretary posts notes to OREPTOBOARD, requesting any revisions within 3-4 days. Revisions are made, and once we have 6 or more approvals, Minutes are re-posted to OREPTOBOARD. Paper copy is then posted outside the office.

1. Lisa Veldran is working hard on the school directory; it will be out soon

1. We need sitters for PTO meetings. Kathy Statz will ask Lisa Schneider if her kids would be interested and Leanna Gruendel.
2. Activities Clubs: Karen Northey was recently hired as the club coordinator. She is looking for anyone interested in sharing a talent with the kids via a 4-6 week club that would meet once a week after school or in the evening. The clubs will start after winter break. There is funding for a lot of activities, so keep your eyes open for talent.
3. Open House/Adopt a book: Oct 18. Open house runs 6:30-7:30 in the classrooms, adopt a book runs 6:30-8:00 in the LMC. Conference signup, PTO table and scrip will be in the AP room as well. Lori Henry coordinates volunteers for the open house.
4. Spirit T-Shirts: Great response getting all the forms in. Teachers would like long sleeve shirts. It would be difficult to arrange that for this year but next year we will likely order the teachers long sleeves.
5. Foundation: need to check for bylaws governing management of an endowment. There is a feeling that we need a separate group to manage the endowment, other than the PTO. The \$5000 CD matures in November. Treasurers would like to move the money to a more useful place like the endowment.

Meeting adjourned at 7:34 PM.