

Dover Elementary PTO

Minutes of an Executive Board Meeting on June 15, 2007

Attendees: Annemarie Thompson, Julie Cook, Karen Gardner, Christine Colbert, Jennifer Friesen, Gina Saltonsall, Dawn Fattore, Dana White, Shelly Windle, Lisa Blanchard, Laura Rinaldi, Delphine Morton, Wendy Darragh, Sue Dangel and Lisa Turo

An Executive Board Meeting of the Dover Elementary PTO was held at Chickering Elementary School, commencing at 9:30 a.m. on Friday, June 15, 2007. Ms. White, the President, chaired the Meeting and Ms. Turo, the outgoing Secretary, recorded the minutes.

President's Report

Ms. White introduced herself and asked the outgoing Board members to share with the group what they had learned while serving on the Executive Board. The 2007-2008 Board Members introduced themselves and shared their expectations for the coming year. Ms. White then introduced Deb Reinemann, Curriculum Coordinator. Ms. Reinemann then provided an update of Phase I of the Outdoor Classroom plan. The School Committee has approved going forward with the Mass Hort plan. Highlights of this "Outside Learning Environment" include:

1. A rain garden
2. Planting of a new River Birch tree in honor of Mrs. Parent
3. A classroom/gathering area with seating
4. A shed to store hoses and garden tools

This phase of the project is estimated to cost \$25,960. A motion was made to approve the funding of Phase I of this project.

VOTE:

To approve up to \$25,960.00 from Reserves to fund Phase I of the construction of the Outdoor Classroom.

Upon motion duly made and seconded, this request was unanimously approved.

Ms. Thompson, Fundraising Chair, provided a review of the Fundraising Plan for 2007-2008. The fundraising theme for the upcoming year will be a "Green" theme. The Wrapping Paper fundraiser will be replaced with a Tupperware sale. Some other "Go Green" initiatives discussed were sales of energy-efficient light bulbs, Chickering water bottles and canvas shopping bags. The spring fundraiser is still being planned, but the committee is aiming for a fun, casual theme. The "No Bake, Bake Sale" will be replaced with a clever "No Wrap, Wrap Sale".

These environmentally friendly initiatives will touch all aspects of the PTO. Curriculum Enrichment is planning a “Bash the Trash” school wide recycling program. Community Outreach will also plan initiatives tied to the Green theme.

Ms. White updated the Board on the recent PTO Survey. There have been 70 responses with varying opinions on the PTO. 4.5 out of 5 respondents are satisfied with the PTO’s Performance.

The Board discussed possible meeting schedules, it was decided that the Executive Board Meeting will be held on the 3rd Friday of each month.

Ms. White then reviewed several of the PTO Officer’s roles. One of the Vice President’s primary functions is to supervise the grant process and handle discretionary funds. The Secretary is responsible for scheduling rooms for meeting, supervising the Directory Committee, ordering the excuse pads and keeping minutes of the Executive and General Board Meeting minutes.

Ms. Turo requested the Board to consider the approval of the minutes of the Dover PTO Board Meetings held on May 2 and May 11, 2007. Upon motion duly made and seconded, the minutes were unanimously approved.

Ms. White thanked all those present for attending. As there was no further business to come before the Meeting, upon motion duly made and seconded, the Meeting was adjourned.

Lisa Turo