

PSO Meeting
November 8, 2010
Mary Woodward Cafeteria, 9:00am

Board Members: Jill Weinstein, Deborah Anderson, Heidi Weinkauff, Jenna Smith, Yvette Baker

Jill welcomes everyone to the meeting and introduces the guest speaker.

Guest Speaker:

Phil Wentz from Tigard Tualatin School District came to discuss insurance and contracts. Two years ago the district discovered that PSOs were signing contracts which makes PSO members personally liable. They didn't have authority to make the district liable as well. It was changed so the district signs the contracts and in turn they take the administrative concerns as well. The district currently has contracts with 3 DJs and 3 party companies, one being Clowns Unlimited. The contracts are already signed and contractual arrangements are already set. The district will allow other situations but it needs to be understood that sometimes they will say no (example: mechanical bull, rope course, etc). The district is looking out for their well being as well as the PSO and children involved. Why does the PSO carry insurance when the contract goes through the district? The district doesn't cover directors and officers liability, the PSO insurance does. The PSO insurance covers the Board of Directors and the district insurance covers the principal. Double coverage is needed. The Spring Fundraiser was discussed. It is offsite with a caterer. A no-host bar is highly recommended. The name on the certificate of insurance should read "Tigard Tualatin School District: Board of Directors, Agents, Officers, and Staff." Another topic discussed were security cameras at Mary Woodward. They are currently not a part of the facilities. Mary Woodward could benefit from cameras if there was a good and manageable system in place. We would need funding for cameras and machines. When the company comes in to look at the fire panel, they can also look into installing cameras and the infrastructure to support them. Ideally a web-based system would be the best and the district might have cameras and recorders in the warehouse. Three places we would want cameras would be: (1) Garden, (2) Front of Building, and (3) Dumpsters. They would be in place to catch mischief. Generally there are no break-ins at Mary Woodward. During the holiday break it will be looked into further.

The minutes from October 2010 were read and approved.

Treasurer Report:

Jog-a-thon deposits so far total \$28,298.85. Out of that total \$498.81 are Pay Pal deposits. We will push Pay Pal more next year. Still waiting for 20 pending corporate matches. A list of what has been disbursed was handed out (Room parent funds, teacher support, etc). It has been adjusted a small amount to account for 4 more children.

Volunteer Coordinator Report:

We are currently up on hours (236 more) than last year. 63 more hours were logged in September than last September. Keep logging hours!

Book Fair Report:

\$9500 was the total sales amount and a ¼ goes to Mary Woodward. We made more than last year, which means more money for the library. The ambassadors helped out and the teachers dressed up making it a fun week. The credit card swiper worked okay. A few people were overcharged. The sales need to increase to get a 3rd swiper.

Secretary Report:

Phone directory was distributed. It cost about \$160 to print it at the district and we brought in about \$800 in ads.

Missoula Children's Theater Report:

The week long event and the two Saturday productions went great, no hiccups. Not all the money is in yet and we made a few hundred dollars (DVDs and pictures). There were 15 families who weren't involved in the play that bought advanced seats which seemed low. All the seats were full and there was a good turnout for the audience. A Friday night production might be possible which would lesson conflicts with Saturday activities (soccer). Broadway Rose Theater which is adjacent to CFT Elementary was suggested as a possible location for next years productions.

Family Event Report:

Family Movie Night is Friday November 19th and the movie picked by the students is Toy Story 3.

Holiday Bazaar Report:

The event is coming along great. There will be 4th and 5th grade craft tables where they can sell their merchandise. They can rent a table for \$5. Volunteers are needed for setup and teardown.

Spring Fundraiser Report:

There will be a donation information envelope stuffing party coming up. We'd like to get all the class baskets signups done before winter break. It was discussed that if a particular class generally has a lot of volunteers, then a class project is better. However, if a class has a tough time finding volunteers, a class basket with a theme might be better suited.

Art Lit Report:

Quilts are being finished up. For November the children will be learning about impressionism and painting a still life using acrylic paint. It is recommended that notices go out to the parents letting them know when their child will be doing art lit and to wear old clothes that day.

Box Tops Report:

As of October 14th we had 3404 Box Tops and 2587 Label points which equals \$317. A rough draft of a handout was distributed which explained how to register your grocery store cards online.

Enrichment Report:

Classes are rolling along and the winter schedule is being worked on.

Specialty Fundraisers Report:

On November 17th Panda Express will be hosting Mary Woodward's fundraiser. You can bring in the coupon anytime during the day and a portion of your total will be donated to Mary Woodward. For December, the fundraiser will be at Sonic Burger between 5pm and 8pm and 10% of all sales go to Mary Woodward. January 10th - 13th the fundraiser will be held at California Pizza Kitchen. In February, we're looking into Big Als and for March, possibly McMenamins. In April "My Masterpiece Art Studio" will be hosting the fundraiser. It will be on a Sunday between 12pm-4pm and 50% of all proceeds will be donated to Mary Woodward. Have not figured anything out yet for May. Jamba Juice and Amazon.com both have a school incentive programs which will be looked into.

Staff Appreciation Report:

The cookie exchange will take place December 15th and bakers are needed!

Yearbook Report:

The yearbook is already being worked on. We are using a new company this year and parents will be able to order their yearbooks online. The cover is done and ordered. Parents will be able to upload pictures directly to a website for possible use in the yearbook.

Principal Report:

On Thursday December 2nd there is a parent meeting at the school with a speaker who will discuss online safety. This discussion will be geared towards parents of elementary children. The 4th and 5th graders will have an officer come in and talk to them in class about online safety as well. There are a lot of days off in November and December so it was reiterated that parents need to get their children to school and on time. The Missoula Children's Theater production was fun and creative...best year yet! The Book Fair seemed more efficient and streamlined...each year it seems to step up. The online math resources for parents was brought up and questioned if it was useful. Parents need to speak up to their teachers if the kids are bogged down by math.

President's Report:

No news. The next PSO meeting will be held January 10th at 9am.

New Business:

We need more helpers in the library...especially people who can show up on a regular basis (retired people). Some of the systems are tricky to learn and remember.

Meeting adjourned at 10:15am.