

**Summary of Motions
Scanlan Oaks Elementary Board Meeting
November 6, 2012**

A motion was made to approve the PTO Board meeting minutes from October 2, 2012. Motion was made by Charmoin Tatum. It was seconded by Elaine Dubec. Motion was approved.

A motion was made to approve the Treasurer's Report through October 31, 2012. Motion was made by Kelly Seheult. It was seconded by Kathleen Boettiger. Motion was approved.

A motion was made by Kathleen Boettiger to pay Affordable Moonwalks \$1575.00 for carnival items. The motion was seconded by Elaine Dubec. The motion was approved.

A motion was made by Kathleen Boettiger to pay Leonetti Graphics \$1370.00 for fliers and banners. The motion was seconded by Elaine Dubec. The motion was approved.

Email Motion from October 3, 2012:

It has come to our attention that the motion we made in September to make a check payable to Scholastic to reward the teachers for the Super Express Fund Success was made with the incorrect amount. We agreed that the amount should not exceed \$1500. (6 classes x \$250). However we forgot to add in the \$50 prizes that went to any class that had over 80% return. So that adds another additional \$400. (8 classes x \$50)

Kathleen Boettiger made a motion to increase the payment amount to Scholastic to be no more than \$1900. It was seconded by Deneen Dineen. The motion was approved.

Scanlan Oaks Elementary PTO Board Meeting – Minutes
November 6, 2012

The meeting was called to order by Sandy Lapp at 10:05 a.m.

Those present were as follows:

President	Sandy Lapp
1 st Vice President	Deneen Dineen
2nd Vice President	Kathleen Boettiger
Recording Secretary	Charmoin Tatum
Corresponding Secretary	Maria Bologna
Treasurer	Kelly Seheult
Publicist	Trina Padilla Mata
Parliamentarian	Debbie Tally
VIPS	Maralou Billig Elaine Dubec Rachel Rodwell
Educational Enrichment	Carolyn Flinn Sabina Rasheed
Staff Appreciation	Val Holeman Kristine Metcalf Leslie Piwowar
Teacher Liaison	Kelly Simpson
Principal	Michael Hejducek

Others in attendance included:

Deanna Martin – Reindeer Run Silent Auction Chairperson

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Principal's Update: Michael Hejducek

Math and Science teachers will be in attendance for Math and Science Nights next week.

Please be cognizant of using copyright materials. We must have exclusive permission to use anything that is copyrighted. A PTO can be held responsible for infringement.

The Student Council is starting their drive for the pet shelter. The Choir performed last week. The green team is meeting everyday. Red Ribbon Week, The Book Fair and Pastries with Parents were a huge success. There's a lot going on at SOE!

Teacher Liaison: Kelly Simpson

No report.

President's Update: Sandy Lapp

PTO Board Christmas/Holiday Luncheon will be on Tuesday, December 4, 2012.

Parliamentarian: Debbie Tally

We will start planning for next year's PTO Board slate in February of 2013.

Recording Secretary: Charmoin Tatum

A motion was made to approve the PTO Board meeting minutes from October 2, 2012. Motion was made by Charmoin Tatum. It was seconded by Elaine Dubec. Motion was approved.

Treasurer: Kelly Seheult

The current balance is \$83,522.59. Total income is \$92,638.20 so far this year. Our Super Express Fund balance is \$61,372.02. Total expense for this year is \$87,730.85. Net income for this year is \$4,907.35.

A motion was made to approve the Treasurer's Report through October 31, 2012. Motion was made by Kelly Seheult. It was seconded by Kathleen Boettiger. Motion was approved.

1st Vice President: Deneen Dineen

So far we have secured 23 corporate sponsors for the Reindeer Run for a total of \$16,250.

2nd Vice President: Kathleen Boettiger

Reindeer Run:

- Portable number 718 is reserved for silent auction items.
- The Reindeer Run website is up and posters have been hung.
- We are looking for volunteers and contributions to the silent auction.

A motion was made by Kathleen Boettiger to pay Affordable Moonwalks \$1575.00 for carnival items. The motion was seconded by Elaine Dubec. The motion was approved.

It was noted that Affordable Moonwalks does carry insurance.

Boxtop Update - Over 17,000 Boxtops have been collected. This translates to a check for \$1,700 that we should receive soon.

A motion was made by Kathleen Boettiger to pay Leonetti Graphics \$1370.00 for fliers and banners. The motion was seconded by Elaine Dubec. The motion was approved.

Kathleen has raffle tickets available now for those interested.

We will need all PTO Board members to help on the Monday, Friday and Saturday of Reindeer Run week. Please hold those days for volunteering.

Corresponding Secretary: Maria Balogna

The online directory is up and working. We have gotten positive feedback. Please direct any questions to Maria.

Educational Enrichment: Carolyn Flinn and Sabina Rasheed

Math and Science Nights are next week. All plans are going well. Thanks to all who have signed up to volunteer.

Tutors have been selected and the process is almost complete. There have been two training sessions for the tutors. Two SOE teachers have assisted with this training. Tutors should be contacting teachers soon.

VIPS Coordinators: Maralou Billig, Elaine Dubec & Rachel Rodwell

VIPS for October is Amy Groen for counting all the Boxtops for Education!

Please let Elaine know your at home volunteer hours for October.

Mr. Hejducek will work with the teachers to choose a date for the Polar Express Day.

Staff Appreciation Coordinators: Val Holeman, Kristine Metcalf & Leslie Piwowar

No report.

Publicist: Trina Padilla Mata

The website is getting a lot of hits on a daily basis. We get a lot of compliments on our website and our Tuesday Newsday newsletter.

Meeting adjourned at 10:59 a.m.

Next Meeting: November 27, 2012

Minutes submitted by: Charmoin H. Tatum, Recording Secretary