

Summary of Motions
Scanlan Oaks Elementary Board Meeting
July 10, 2012

A motion was made to approve the Treasurer's Report through May 29, 2012. Motion by Kelly Seheult. Second by Christy Witt. Motion approved.

A motion was made to pay Summit Integration an amount not to exceed \$47,000.00 for the purchase of SMART Boards for the remainder of the classrooms. Kristine Metcalf made the motion. It was seconded by Kathleen Boettiger. Motion approved.

A motion was made to approve the minutes from May 28, 2012. Motion by Charmoin Tatum. Seconded by Kristine Metcalf. Motion approved.

A motion was made to approve Mike Bologna as the Reindeer Run Race Chair. Kathleen Boettiger made the motion. Leslie Piwowar seconded. Motion approved.

**Scanlan Oaks Elementary PTO Board Meeting – Minutes
July 10, 2012**

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

Those present were as follows:

President	Sandy Lapp
1st Vice President	Deneen Dineen
2nd Vice President	Kathleen Boettiger
Recording Secretary	Charmoin Tatum
Corresponding Secretary	Maria Bologna
Treasurer	Kelly Seheult
Parliamentarian	Debbie Tally
VIPS	Rachel Rodwell
Educational Enrichment	Carolyn Flinn
Staff Appreciation	Val Holeman Kristine Metcalf Leslie Piwowar
Principal	Michael Hedjucek

Treasurer: Kelly Seheult

The current balance is \$78,010.53. The net income for last year was just over \$16,500.

A motion was made to approve the Treasurer’s Report through June 30, 2012. Motion by Kelly Seheult. Second Carolyn Flinn. Motion approved.

Payment Request forms can be found in the VIPS room. Copies of receipts must be submitted with the payment request form. Be specific about which area of your budget you would like the money deducted. Two board members must sign – you cannot be a signature on your own form. Drop the request in the box and Kelly will reimburse you. Any checks over \$1,200.00 require Board approval. Sales tax is not reimbursed so please use stores that will give you the exemption. Sales tax forms are available in the VIPS room.

Principal's Update: Michael Hejducek

SPRAI will be moving the electronic sign soon. They will landscape the area where the electronic sign is now.

There will be a new driving pattern for the back pick up. Information will be going out soon. He is working with the city about getting "no parking" signs during certain school hours.

We are fully staffed. We have over 1000 students. Mrs. Grisel is leaving. So there will be a new replacement in the fifth grade.

Dr. Jenney, Area Superintendent, announced his retirement. There will be an Interim through August.

President's Update: Sandy Lapp

Criminal History Checks need to be done as soon as possible. Parents will be sent an e-blast reminder.

New information for Board Member binders was distributed. Sandy reminded everyone we can use the printer in the teacher's area. Teachers have priority for the printer. The printer also has a scan feature. Please scan and email instead of printing as often as possible. The code for the printer is in your binder. Send PTO correspondence to the PTO box rather than to the school address.

Please run email motions by Sandy first. She will make sure the motion goes out to the rest of the Board Members.

We have a storage facility at Rocky Creek Storage. There is an inventory list that can be emailed to you upon request.

A motion was made to pay Summit Integration an amount not to exceed \$47,000.00 for the purchase of SMART Boards for the remainder of the classrooms. Kristine Metcalf made the motion. It was seconded by Kathleen Boettiger. Motion approved.

Parliamentarian: Debbie Tally

No Report

Recording Secretary: Charmoin Tatum

A motion was made to approve the minutes from May 28, 2012. Motion by Charmoin Tatum. Second by Kristine Metcalf. Motion approved.

1st Vice President: Deneen Dineen

Deneen distributed information for binders. If there are any changes or additions please let her know.

Deneen will be the Reindeer Run major sponsor caretaker this year. She will be the main contact for the sponsors and will make sure they are thanked properly.

2nd Vice President: Kathleen Boettiger

A motion was made to approve Mike Bologna as the Reindeer Run Race Chair. Kathleen Boettiger made the motion. Leslie Piwovar seconded. Motion approved.

Super Express Fund plans are underway. The goal is \$75,000.00. Discussion was held regarding asking each family to consider making a donation of a minimum of \$75 per child

We need a volunteer to be the Carnival Chairperson for Reindeer Run. Please send suggestions to Kathleen. Suggestions were made for the Reindeer Run logo.

Educational Enrichment: Carolyn Flinn and Sabina Rasheed

Math and Science night will be 2 nights this year – November 13 & 14, 2012. It will be divided by alphabet. Reading and Writing night will be February 7, 2013.

VIPS Coordinators: Maralou Billig, Elaine Dubec & Rachel Rodwell

Kinder Camp will be held August 21, 2012 and the PTO Meet & Greet will be held August 23, 2012. Discussion was held regarding the process for volunteer sign-ups during Meet & Greet.

Ideas for new spirit wear were generated. New Spirit Wear will not be distributed on site during Meet & Greet but will be sold through pre-orders.

Sandy suggested having a “2 Hour Power Pledge Sheet” available on the VIPS table for volunteers.

A suggestion was made to have a Parent Volunter for Art, Library, Music and PE teachers. These volunteers would be housed under the VIPS Chairs. Discussion was held regarding what the responsibilities would be. Training sessions will be planned for volunteers in these areas.

It was suggested to have a representative from Baines and Ridge Point to sell Spirit Wear at SOE during designated times.

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

Teacher Planning Luncheon will be on August 21st. They are planning for teacher birthday gifts. They are looking at doing a family movie night. They are considering doing fewer Birthday Bakers and Lunch Bunches throughout the year. They are working on PTO Board t-shirts.

Publicist: Trina Padilla Mata

Summer dinner nights are all planned. E-blasts are going out.

Corresponding Secretary: Maria Bologna

Maria is previewing the new on-line directory. She is researching the different ways the ads will be displayed and the best way to input the information.

Meeting adjourned at 12:03 p.m.

A tour of the VIPS Room was given following the meeting.

Next Meeting: August 14, 2012

Minutes submitted by: Charmoin Tatum