

**Roberts Elementary School
PTO Board Meeting Minutes
October 17, 2005**

Attending: Lisa Risoli, Rochelle Platt, Deirdre Hawkins, Christine Povinelli, Nora Rojano, Jenny Sommer, Beth Brown, Claire Auchter, Donna Moran Hodges, Karen Wagner, Carol Tindall, Christine Manca, Kathi Fletcher, Denise Snyder, Sandra Fossum, Mitchell Howington, Marta Eskin, Kiley Athanasiou, Arleen Duran, Pat LaPadula, Stephanie Walton, Sam Sarabia, Rita Bell, Dana Donovan, Shelli Jackson, Roxanne VanRavenswaay, Ed Bullock, Delia Smith, Wayne Gordon

Recording Secretary: Carol Tindall.

These minutes are unofficial until approved by the PTO Board. In case of errors or updates, please contact me at tindallsix@sbcglobal.net. If you do not hear back from me within three days, please call me to make sure that I received you email.

Next PTO Board Meeting: Monday, November 14, 2005

Agenda:

1. Meeting Called to Order (Nora Rojano).....	2
2. Approval of Minutes.....	2
3. School Report (Sam Sarabia).....	2
4. Treasure’s Report (Donna Moran).....	3
5. Committee Reports.....	3
a. Sally Foster (Shelli Jackson).....	3
b. Directory (Ed Bullock).....	3
c. Auction (Dana Donovan).....	4
d. Family Sponsors (Beth Brown).....	4
e. Membership (Jenny Sommer).....	4
f. Cookie Fundraiser (Marta Eskin).....	4
g. International Committee (Rochelle Platt).....	4
6. Unfinished/New Business.....	5
7. Adjourn Meeting.....	5
8. Appendix	

1. Meeting Called To Order (Nora Rojano)

Nora called the meeting to order. .

2. Approval of Minutes

Christine Manca motioned to approve the September minutes. Rochelle Platt seconded the motion.

3. School Report (Sam Sarabia)

Sam presented the executive outline of the school improvement plan which is the standardized test score comparisons. He explained that the objectives are broken down by subject and include parental involvement. There are major strategies and teacher goals/plans that we will follow. We need to work on math with the lower grades. This is why we changed math programs. There needs to be more work with the lower grade levels so that we don't have to play catch up in upper grades. Overall we are doing better in reading. Teachers are challenged to look at totals and work on improving percentages. Science is good and so is writing. We have to present this to the district and explain how we are going to improve. There will be more administrative intervention this year including conferences with Sam and Pat. I asked about the GT program at Roberts. Sam said that pull out doesn't work and so the children are challenged more in their class.

Enrollment is at 682, down from 690. Office staff have been checking on student addresses and sending addresses into the district for verification. They are knocking on doors. We now have 24 New Orleans students. Roberts is still capped and the office is being aggressive about enrollment, only allowing kids from Ronald McDonald house. We will have extra funds because the increased number of students and will hopefully be able to purchase additional ELMO visual presenters. Some equipment was stolen during construction, but the company is bonded so we should be able to replace it.

Other PTO money is being used for the Houston Zoo mobile to bring in animals and we also have talked to Young Audiences about presenting a program. We plan to have a program on Friday, called Jaguar of the Sun, to help kick off the International Festival. Will have another group on field day and then another one on the outdoor stage and will have some more throughout the year. We are trying to diversify the types of programs that we are getting and exposing the kids to a variety of performances and groups. We will also be having a performance from a company in New York thanks to the Bergs.

Construction is still in progress – there have been lots of complaints from teachers about the mess workers are leaving. Sam is aware and working on it.

4. Treasurer's Report (Donna Moran)

The beginning balance was \$163,265.25. That is reconciled as of end of September. The ending balance is \$165,802.13, less reserves leaving a restated balance of 108,585.88. The Project 2000 plaque has been ordered and cost less than expected. Cameras are also being purchased totaling \$1600. If anyone has questions, Donna has all back up information. We have received \$835 dollars from grocery stores share cards.

5. Committee Reports

a. Sally Foster (Shelli Jackson)

The preliminary total earning is \$15,605.78 for the gift wrap. There has been \$32,209 in deposits and Shelli reported that we have a \$16,231.94 invoice from Sally Foster. We spent \$321.28 on student incentives and paid \$1069.07 in sales tax. Next year this fund raiser will be one of the tax free days. There have been lots of positive comments about going back to Sally Foster and some negative ones about not having the limo lunch. The new rep was great and Shelli said they are very pleased with the service received. So far there have been 6 returned checks and 2 have been collected. The merchandise from the other outstanding checks is being held. The merchandise arrived as scheduled and half of the items were picked up, the rest were delivered to students' classrooms. 10 orders have been processed for correction and the extended deadline for late orders and corrections is Friday. 241 kids participated. Claire Auchter asked about how this year's sales compared to past years. Shelli reported that the amount raised is about what was budgeted and may be a little lower than last year, but the fund raiser took place right at time of Katrina. Nora Rojano commented on the fun modeling of merchandise by the teachers at the kick off.

b. Directory (Ed Bullock)

Ed reported that the directory should be done before Thanksgiving. He still needs photos of board members for the directory. Kiley Athanasiou asked when we would get class lists so that room parents can have them. Ed said that he would get them to her as soon as possible.

c. Auction (Dana Donavan)

Nora introduced Dana Donavan, our new auction chair. Dana is a new Roberts parent. She reported that we still need an acquisitions chair and a communications chair. The committee is working on issues with the Gymnast Factory, discussing the possibility of them staying open later and feeding the

children as well. She would like to see a few restaurants to bring more food. If anyone has contact with companies, please let Dana know.

d. Family Sponsors (Beth Brown)

Beth and Barbara Chase-Hopkins are working on matching families because we are still getting more medical kids. Good news to report, a school bus is now stopping at the Ronald McDonald House thanks to Sam and Dianne Johnson, our school board member. The program is down to 12 families with 24 kids from New Orleans.

e. Membership (Jenny Sommer)

Jenny reported for Kelly Teague. The new revised total for membership is \$32,117.

f. Cookie Fundraiser (Marta Eskin)

Last month Marta reported that the delivery date for the cookie dough would be the week of November 8-9. The new delivery date will be November 16, the Wednesday right before Thanksgiving break. Kathi Fletcher said that any dates can be put on the school calendar on the web site. Email her and she will make sure that dates are on the calendar. Denise Snyder said that they are trying to get information to parents because it is very important that the cookie dough must be picked up on the delivery date. Any product not picked up will be given to the food pantry. There is a national sugar shortage because of the hurricane so the company needs the maximum amount of time to process orders. Nora suggested that there be a blurb on the front of the front page and said Marta could just email Marla in the office.

h. International Committee (Rochelle Platt)

Rochelle reported that the International Festival is Friday and it looks like all is well. Last year we did an arts program in connection with the festival, this year we are doing a quilt project. Nancy Walker and Kathryn Berg have been working on putting together quilts with each grade level. The quilts will be hung up around the school and the cost will be about \$100 – \$150 per quilt. Hopefully the cost will be offset by funds from Target. Rochelle stated that she would like the quilts to go into the live auction. This year the Festival is emphasizing sports; quilting and working as a group also goes along with the IB planner. The committee will meet one more time. Invitations will be in the office tomorrow. The Festival t-shirts are ready and on sale.

6. Unfinished Business (Deidre Hawkins and Sam Sarabia)

Deidre reported that last time we talked about digital cameras. A memo went out to the teachers inquiring what they want to do for their class page in the memory book and they wanted to know about cameras. Deidre talked to Ms. Berman about the cameras that the school has now and the ones we have now are camcorders/cameras. There were lots of requests from the teachers for snap and shoot cameras so there was some discussion about the type of cameras to get. Deidre purchased cameras that will work and some memory cards that are interchangeable with the camcorders as well as carrying cases. They should be here in time for Camp-Read-A-Lot. Sam asked that in the future instead of circumventing the principal we and the teachers go through the proper process so that teachers don't think that they can go around the system. Please work with Sam in the future.

Sam reported that the 5th grade teachers have approached him about the 5th grade trip. He is considering how feasible the trip is and how appropriate is it for those who can't go. Right now he is looking at making it a one day, fun day, bonding experience that parents can be included in as well. Christine Manca asked how the trip started. Sam stated that it started before he came to Roberts and it was originally educational, but some of that has been lost as the kids mostly like swimming and the party. There was discussion about the cultural differences of our children, overnights stays, etc.

7. Meeting Adjourned (Nora Rojano)

Please let Nora know if you need to be on the agenda for future meetings and she will put you on it. The meeting was adjourned by Nora.

The next meeting will be on Monday, November 14, 2005.