

General John Nixon Elementary School
PTO Meeting Minutes
November 18, 2004

Welcome and Coffee at 7:15 p.m. The meeting was called to order at 7:30 p.m.

Treasurer's Report

We are still getting checks for the direct appeal. We have raised \$1,190 over last year, with the account at \$9,124. Gift wrap netted \$8,041 and Monster Mash netted \$4,596. These fundraisers together are equal to last year's amount raised. Logo Wear has netted \$507. The Directory still needs \$307 to bring in a profit. This year we purchased yellow pads for dismissal. We do this every other year. We have attained 54% of the forecast for FY05 with \$22,000. The results are coming for Family Photo Day and the Fall Book Fair. The Learning Express day brought in \$103.26. Teachers were given their gifts. The PTO received an overwhelming response of gratitude. Funds have been collected for Grades 2 and 3 field trips. Recurring expenses continue to be monitored and will be incurred on an ongoing basis.

Aesthetics

We are waiting for the fire department to determine what to do with the bulletin boards in the hallways. There can be no paper hanging within 5 feet from the exit doors, or on the doors. One solution is to buy fire retardant paper for the background of the boards. There are codes for things hanging from the ceiling and furniture. We would like to post a weekly notice board on the windows of the café or on a moveable wall. Sign-ups for committees could be posted.

Fundraising

Monster Mash was great! We had 100 cakes and raised \$1300 just from the Cake Walk. Some gift wrap still needs to be picked up. Bingo Night is the next event.

Geography Expedition

We would like to have an article in the town paper about the event. If the Geo Expo is done next year, it would have to be in the spring due to conflicts of the authors.

Library

The Fall Book Fair has 30% of the sales going to the PTO. Today is the last day of the sale.

Metco

There was a play date last week and it was well attended. Michelle Young organized the event at the Museum of Fine Arts in Boston. Ideas for the next trip are the Science Museum or the Aquarium. There are 8 families in Metco. We should look into getting discounted tickets.

Nixon Gear

Orders need to be in by Nov. 23rd for the holidays.

Publicity

An effort will be made to have events in the local newspaper, such as the Geography Bee, Kids events, grade level community service. Two parents per grade level are needed to take pictures for the end of the year slide show. We need fourth grade parents and they need a digital camera. We will contact the fifth grade parents who are doing the yearbook to see if they have any pictures we can use.

Literacy Night

It may be the beginning of February. We may have a storyteller or author, activities in classroom for all different levels, and theme rooms. There is a meeting before the holidays. Interactive boards may be in the hallways with stories. Will check Feb. 3 or 10th for event. Need volunteers. Two parents are needed to help administrate the effort. Meetings may be at 8:00 a.m. so that the students can go to breakfast. "Read Across America" is in early March.

Odyssey

We need a fourth grade parent to help with the paperwork. There is a single district wide account that is managed with the treasurers and the PTO Co-Chairs.

Schedule of Events

Geography Expedition – Nov. 1-22
Fall Book Fair – Nov. 12-18
Math/Literacy Night??? – Jan. or Feb.
Science Fair – March 23
Bingo Night – April 8
Spring Book Fair – May
General Johns March – June
All School Picnic – June
Teacher Appreciation Lunch – last day of school

Adjourn 8:45 p.m.