


agenda



Edison PTO Monthly Meeting

November 7, 2018, 6:30 pm

1. Call to Order \ Request for attendees to sign-in
2. Approval of October Meeting Minutes
3. TOUR OF MAKERSPACE – Gina Brown
4. Officer Reports
 - a. President – Beth Tigie-Matos
 - b. Vice-President – Cassandra Zavodny
 - c. Secretary – Beth Tigie-Matos (*for Amy McNamara / Alexis Pellegrini*)
 - d. Treasurer – Cassandra Zavodny (*for Judy Folckemer / Stacy Fink*)
 - e. Principal – Gina Brown
5. Committee Reports
 - a. Fundraising – Amy Schaum
 - b. Communications – Beth Tigie-Matos
 - i. Aiming to get November newsletter out end of this week
 - ii. Help needed with communications - solid writer with a good sense of humor. Assist with newsletter, website, Facebook posts, flyer creation, etc.
 - iii. THANK YOU to Connie McGrath – our Copy Queen (and Marco’s Coordinator)!
 - c. Engagement – MORE VOLUNTEERS NEEDED! Help get other families involved.


Icon  in events table (page 2 of agenda) indicates where help is needed.

 - i. Volunteers needed with class Picture Day (During school day) – Tuesday November 13th.
 - ii. Marco’s Box nights are next week (Wed/Thurs). Help is needed on Tuesday, November 13th at 6pm to help gather boxes, alphabetize, and deliver back to Marco’s. Signup online, or email Connie McGrath at monicamcgrath@oh.rr.com for information.
 - iii. CLASS PARTY VOLUNTEER COORDINATOR NEEDED – Volunteer from Home Opportunity! Solid computer skills required. (Email, spreadsheets and mail merge). Biggest effort required the week before and week of party. You will need to print lists/name tags (supplies provided for name tags). See Beth if interested.
 - iv. Breakfast Club – Postponed to Spring. Our new Coordinator is Ashlyne Childs. A SECOND COORDINATOR IS NEEDED TO TEAM UP! Date needs to be selected.
 - v. Book Fair – WE DESPERATELY NEED DAYTIME VOLUNTEERS ON FRIDAY (11/16). No one currently signed up. Great opportunity to interact with kids and help them shop. SEVEN (7) Volunteers needed for both AM and PM shifts.
 - vi. Holiday Shop
6. Old Business
 - a. Lunch Program
 - i. Initial Funding put in place – we don’t have stats on usage yet (should have by end of the week)
 - ii. Need assistance with Grant Writing/and Fundraising (help putting together stats/flyer which we can use to solicit donations to the lunch program)
 - b. Busses / Petermann App / Transportation (*this is follow-up information from Superintendent Thompson*)
 - i. Issues with Bus tracker can be linked back to cases where the equipment on the bus was not turned on or refreshed. This part of each bus drivers job but it is not always happening.

- ii. Transportation office is under-staffed and they don't always get to the phone. If you have issues/complaints with bussing, please EMAIL: businfo@weschools.org. You will get an answer within 24 hours (on school days.) This will help District track issues and resolutions.

7. New Business

8. Upcoming Events

Volunteer Sign ups can be found by going to our www.edisonpto.org and clicking on 

DATE	EVENT	SPONSOR	NOTES
11/13	• FALL PICTURE RETAKE DAY and CLASS PICTURE DAY ✍️	School	<ul style="list-style-type: none"> • VOLUNTEERS NEEDED TO HELP ESCORT CLASSES • Need either one volunteer all day or two people to split AM/PM (See Beth if interested or sign up online).
11/13	• Pizza Box Collection ✍️	PTO	<ul style="list-style-type: none"> • VOLUNTEERS NEEDED (See sign up Genius) to help collect and organize pizza boxes before delivery to Marco's Pizza for Box Nights.
11/14 & 15	• Marco's BOX Nights [F]	PTO	<ul style="list-style-type: none"> • Flyer/Sticker Distribution (Connie McGrath) • Help spread the word – anyone can order and give credit to your child's class • Pizza comes in box designed by your child
11/15 – 11/17	• Book Fair ✍️	PTO	<ul style="list-style-type: none"> • Thurs/Friday during school day • Saturday in conjunction with Holiday shop • VOLUNTEERS NEEDED!!!! (See sign up Genius)
11/22-26	<i>THANKSGIVING BREAK</i>		
11/17	• Holiday Shop ✍️	PTO	<ul style="list-style-type: none"> • VOLUNTEERS NEEDED!!!! (See sign up Genius)
12/20	• Winter Classroom Parties	PTO	<ul style="list-style-type: none"> • VOLUNTEER COORDINATOR NEEDED to assist with compiling/collecting final volunteer lists, printing nametags, etc. (See Beth if interested)
12/24 – 01/04	<i>WINTER BREAK</i>		
01/09	• January PTO Meeting	PTO	•
01/16-17	• Popcorn Days	PTO	<ul style="list-style-type: none"> • This is a DAYTIME EVENT - VOLUNTEERS NEEDED!!!! (See sign up Genius) • Order forms will go home in folders
01/18	<i>NO SCHOOL – PROFESSIONAL DEVELOPMENT DAY</i>		
01/21	<i>NO SCHOOL – MARTIN LUTHER KING, JR. DAY</i>		
01/23	• Marco's Night [F]	PTO	<ul style="list-style-type: none"> • Flyer/Sticker Distribution (Connie McGrath) • Help spread the word – anyone can order and give credit to your child's class
01/25	• FAMILY BINGO NIGHT		<ul style="list-style-type: none"> • FREE Event for families • Prizes for bingo winners • FREE Popcorn and drinks • VOLUNTEERS NEEDED!!!! (See sign up Genius)

9. NEXT MEETING

- a. **PLEASE NOTE THERE IS NO DECEMBER MEETING** (Enjoy your Holidays!)
- b. Next meeting January 9, 2019 6:30pm (NOTE THIS IS SECOND WEDNESDAY OF MONTH as we are still on Winter Break the first Wednesday in January)

10. Adjourn