



PGM – PTO Meeting Minutes

Tuesday, September 24, 2013

- Open: Mrs. Madai Poole and Ms. Camille Henderson, Co-Presidents
 - Madai Poole began welcoming remarks at 7:04 PM.
 - Sign-in Sheet – [Everyone please be sure to sign in.](#)
- Principal's Report: Mr. Miguel Rivera
 - Very excited about this school year; The teachers and staff has been amazing!
 - Back-to-School Night was a great success
 - Reminder that **Parent-Teacher Conferences** are coming up
 - We are reinstating the **Positive Behavior Support (PBS)** program
 - Parent volunteers are needed! Please consider helping out
 - PGM invites you to join and support the **Garden Club**; Sign-up sheets are available now
 - **Post-note:** Please join the Garden Club for the **Fall Festival** to celebrate the new fence and school garden – **Sat., Oct. 5** from 11 am – 12:30 pm
- Recap from the first PTO Meeting on 9/10/13:
 - Our primary focus was describing the PTO as an independent organization outside of PGM School. We're comprised of parents, teachers, staff, and school administration, providing enriching programs, events, and support for PGM students and teachers. We are all volunteers whose sole purpose is to make the PGM experience the best that it can be. We need volunteers and members since most of the previous years' members are no longer at PGM.
 - What we do as the PTO: Support class parties; We discussed the concept of Parent-Teacher Partners to collaborate with teachers to give each class a class party
- Review PTO Back-to-School Packet
 - **PTO Membership form** – please return with \$5 per family enrollment fee which is used to support our PGM students; PGM-PTO is a legitimate non-profit organization with its own bank account, which is in the positive from last year's successes.
 - **Upcoming PTO Meeting Dates** – BOE calendar no longer features PTO meeting dates so please refer to PTO notifications via flyers, email and school website. We need your e-mail addresses to keep you informed. You can be a part of the PTO even if you cannot attend the meetings.
 - **PTO Online** – Visit the BOE website, select Pine Grove Manor from the drop-down menu and find PTO on the left navigation panel.
 - **Box Tops** – If you have not begun, please collect BoxTops coupons; We will begin a contest in the coming month.
- Save the Dates
 - **School Picture Days** – Parent volunteers are needed to help.
 - Fall Picture Day – Oct. 17 at 9 AM
 - Spring Picture Day: Apr. 10
 - **Book Fairs** – Parent volunteers are needed to help.
 - Fall Book Fair: Nov. 18 – 22
 - Spring Book Fair: Mar. 17 – 21
- Yearbook – Send in Photos
 - Please send in pictures to PGM.PTO@gmail.com for the yearbook; Suggestion was made to perhaps include contributions from kids, such as poems, etc.

- Accomplishments and Events
 - We reviewed the list of accomplishments listed in the PTO Back-to-School packet.
 - PTO to check with BOE to see if they will contribute towards 4th grade school trip; Parents in attendance expressed interest in class trips for other grades.
- Fundraiser ideas discussed
 - Volunteers needed for all events!
 - Parent attendance required for all events (these are not drop-off events)
 - **Autumn Fest:**
 - Ms. Lucretia Davis, Mr Walter Waddy (on behalf of Jonique Ratliff), Ms. Michelle Hyrcyna, and Ms. Marison Garces have volunteered to drive the event; Madai Poole will send them information to get the ball rolling
 - PTO voted on preferred date; Fri, Oct 25 won majority vote over Fri, Nov 1 (n=7:4)
 - **Movie night:** The group this option; PTO to vote next week after we've done some research to understand what's involved
 - Historically, entrance fee was minimal (~\$2-\$3); It took place in the gym
 - **Spirit Wear:** Ms. Ifania Jimenez and husband, Vicente Meza will work with Madai Poole to propose alternate designs, such as athletic style jerseys and embroidered garments
 - PTO would also like to create "PTO Member" shirt so we can be identified at events as a source of help.
- Reminder - Upcoming PTO meetings. Please attend Tues., **Oct. 8 at 7 pm**
- Open positions – We need your help!
 1. Daytime Program Committee
 2. Fundraising Committee
 3. Secretary
 4. Treasurer(s)
 - Elections will be held at next meeting to fill open positions
- Questions & Concerns
 - We need Parents and Teachers to assist in all areas.
 - **Autumn Fest** –Mr. Rivera offered to work with the PTO on security measures for the trick-o-treat activity
 - **Bus Security** – A parent expressed concern over his child who was bullied on the bus by another student. Mr. Rivera asked to meet with the parent afterwards to get bus number details for further investigation.
 - Mr. Rivera imparted that we are preparing to re-launch the Bus Patrol Program which should help with identifying, reporting, and addressing bullying incidents; Mr. Rivera also noted that this week they've just finalized an assigned-seating plan, which will help alleviate the problem.
 - **Gym Incident** – Another parent expressed concern over being called when the gym teacher observed another student pull her child's shorts down during class. Again, Mr. Rivera asked to meet with the parent to get more details for his investigation.
- Motion to Adjourn
 - Ms. Lucretia Davis motioned to close the meeting. Ms. Marisol Garces seconded the motion. Meeting adjourned at 7:58 PM