

Dogwood Hill PTO
September 17, 2009

1. The meeting was called to order at 7:08 P.M. A motion to approve the minutes of May 7, 2009 was made by Sue Centineo and seconded by Lauren Lewis.
2. Treasurer's Report – Melissa Gill
 - a. There is an account balance of \$11,810.64.
3. Corresponding Secretary's Report - Sue Centineo
 - a. The following correspondence had been sent:
 - Card to Boyce Family
 - Get well card to Kevin Bremer and Paul Doran
 - Condolences to the McLaughlin Family
 - Thinking of you card to the Rulli Family
 - Thank you card to Mr. Clark for donating a BJ's membership
 - New Staff letters to Ms. Wood, Ms. Glazer, Ms. Pollack, Ms. Sweetman, and Ms. Quinlan
 - b. Thank you notes have been received from:
 - Matthew Baczewski for the Eagle Scout donation
 - Leigh Harrison and PeggyAnne Feeney for the tote bags
 - Diane Dalleo for the flowers
 - Teachers and Mr. Clark for the appreciation luncheon
 - The Center for Food Action for the food drive
 - Two Dogwood Hill Alumni (Jessica Tuohy and Lauren Tanner) for the Geraldine Reischel Scholarship
 - Donna Norton for the gift in honor of her service as PTO president
4. Principal's Report - Mr. Clark
 - a. 320 students are enrolled at Dogwood this year including 50+ new students. Four new teachers have been welcomed: Ms. Glazer – physical education; Ms. Wood – 2nd grade; Ms. Pollack – resource center; and Ms. Sweetman – 5th grade.
 - b. A notice went home regarding the arrival and dismissal procedure. Parents are asked not to leave their cars in line when picking up children and to pull all the way up to the drop off point.
 - c. The Oakland Police Department has agreed to switch the parking on Dogwood Drive to the opposite of the street (school side) in the near future. Mr. Clark also hopes to reconfigure the front sidewalk in order to provide greater safety for our children.
 - d. Carpooling is encouraged. Children can exit through the back door of the school with parental permission. Behavioral contracts for students taking buses have been sent home.

e. Thank you to head custodian Mr. McMinn (aka Mr. Jerry) for creating wooden dogs to deter geese in the lower field. Thank you also to Steve Raybeck for his assistance in bringing the dogs in each evening.

f. Preventative steps are ongoing to prevent the H1N1 virus including: training children in proper hand washing procedures; placing Purell in the multipurpose room, the library and eventual every classroom; sanitizing of tables and large toys in the Pre-K and Kindergarten rooms; sanitizing of lavatories and door knobs twice a day; cafeteria cashiers wearing gloves; water fountains being maintained; reinstatement of paper bathroom passes; plans for overflow room for nurse's office; and positioning of informative posters. When a child is home sick, parents are asked to call the school nurse with the child's temperature and other symptoms, as well as with a doctor diagnosis if possible.

5. Teacher Representative Report – Ms. Broek

- a. On behalf of the teachers, thank you to the PTO for the first teacher luncheon on staff day.
- b. Teachers are looking forward to the parent/teacher tea.
- c. Simple Supper sign-up is going well.

6. Fundraising Report – Elizabeth Benducci

- a. School magnets will be sold at Back to School Night.
- b. Other planned events include the Basket Auction, the sale of scrip over the holidays, and the calendar raffle (Nov., Dec., and Jan.).
- c. Marcia Walker will be coordinating the sale of KidStuff books. Books will be distributed at Back to School Night. Families may take them home and review them for up to 2 weeks. Cost is \$25/book with a profit of \$12.50 going to the PTO. Families that sell 5 books will get 1 free.

7. President's Report – Chris Inglema

- a. Thank you to the custodial staff for an amazing job cleaning the school over summer recess.
- b. Update regarding last year's school gifts: Listening Center is up and running in the Kindergarten room; DVD players are on order; insurance has been cleared and the paperwork is in the process for the swings for the lower playground.
- c. District meeting news:
 - District PTOs funded 19 VMS students for the Philadelphia trip last year. Dogwood PTO has allocated \$1,000 for the same purpose this year
 - BOE is revisiting the dress code to make it more specific
 - Government stimulus funding has been received for the special education program and for additional smart boards
 - All district nurses attended a 3-day seminar on flu prevention. Parents are asked to discuss the flu vaccine with their pediatricians. The CDC is recommending "social distancing" including the avoidance of hugging, holding hands and sharing

food or drinks. The VMS Frost Valley trip has been postponed until April to allow time for flu vaccinations.

- The School Board decided to show the president's address to the 4th and 5th grade classes only. The speech stressed the importance of school and education.
- d. Volunteers are needed to go through the school's recess bags to see what items need to be replenished this year.
- e. The teacher in charge this year will be Ms. Bosgra.
- f. John Frapual is collecting used bicycles, tricycles and scooters to repair and distribute to needy children and adults. He can be reached at 201-337-0861.
- g. Two volunteers are needed to work the hospitality table at the VMS Back to School Night on September 24.
- h. Dogwood PTO has made a donation to Heights' Tricky Tray which will be at The Tides on November 12.
- i. Chairs are needed for two committees: Hospitality – to coordinate refreshments for PTO events and provide set-up and clean-up; Municipal Alliance – to attend the Municipal Alliance meeting once a month (Monday at noon) and report back to the PTO. The mission of the Alliance is to educate everyone about the dangers of alcohol and substance abuse.

8. Committee Reports

- a. Apparel – The school apparel sale will take place from September 29 – October 9. Samples will be displayed at Back to School Night. Order forms can be found on the school website.
- b. Basket Auction – The Basket Auction will take place on March 9 at the Brownstone. Solicitations will begin in December. Anyone with a company contact can contact SueEllen Henneberry for a solicitation letter. Sharon Wierzbicki will be organizing the classroom baskets. Sign-up sheets for these baskets will be available at Back to School night and teacher conferences. The PTO is hoping to have more teachers attend the fun evening.
- c. Book Fair – The Book Fair will take place on March 3 - 5. The theme is “Book Fair Diner – All You Can Read.” Information about the scholastic bookfair warehouse sale will be made available in the future.
- d. Box Tops – Tallies will be taken every 2 months and the classroom that collects the most box tops will win a prize. The first collection date is October 16. It is not necessary to write names on the box tops.
- e. Capri Sun – The pouches no longer need to be washed. A recycling container is available in the cafeteria. All brands of drink pouches can be collected.
- f. Beautify Dogwood – Denyse Roy will be donating items for the indoor displays and changing them seasonally. She may be looking to borrow props for such displays.
- g. Class Parent – Donna Norton and Holly Kelling have scheduled the class parent tea for September 23. Letters have gone out to all applicants. Volunteers are needed to baby-sit during the tea. VMS Dogwood Hill alumni can receive community service hours by volunteering. Class parents should arrive by 3:15 and teachers by 3:30.

- h. Cultural Arts – Hope Breyere announced the cultural arts schedule as follows: September 30 – program on bullying; November – program on manners, respect and bullying; January – Laura Ingills Wilder play; February – health program; March – science show. She is also trying to plan a sixth show about Earth Day. Mr. Clark noted that all children are invited to attend, even if it is not during their scheduled school hours. Parents are also invited.
- i. Directory – All forms are due back by September 18 or the information will not appear in the directory.
- j. Earth Day – Kim Angerson is considering planning a program that engages students throughout the year and culminates on Earth Day.
- k. Family Fun Night – This Bingo night will take place on November 13. More information will follow.
- l. Friendship Basket – Anyone interested in heading up this committee should contact Pam Hildebrandt. This program provides meals for Dogwood families in need.
- m. Helping Hands – The program will take place between October 19 -23. More information will be in Dreams.
- n. Hospitality/Teachers – Elizabeth Benducci reported that the first teacher brunch went well. The next one will take place in December at conference time.
- o. HS Scholarships – Last spring \$500 each was awarded to Lauren Tanner and Jessica Tuohy. Thank you to the Executive Board, Mr. Clark and Ms. Menduke for reviewing all the essays.
- p. Ink Cartridges – Staples will accept 10 cartridges per month. The PTO makes \$360/year through this program. Remaining cartridges are taken to Cartridge World where the payout varies by model number.
- q. Mini-Enrichment – This program takes place for 4 weeks in March.
- r. Oakland BOE – Donna Norton reported that the drainage issues at Dogwood Hill School have been fixed, smart boards are up and ready, and a supplemental emergency generator will be purchased for VMS in case of a town emergency.
- s. School Supplies – The School Kidz program went smoothly.
- t. Simple Supper – Sue Centineo reported that this evening of dinner and games will take place on October 8. A flyer is available on the website to sign-up to attend and to sign-up to volunteer. VMS Dogwood Hill alumni are needed to help out. Sue is also looking for 10 volunteers to make 4 boxes of pasta each.
- u. Talent Show – The show will take place on Friday, February 26.
- v. Volunteer Coordinator – All forms have been reviewed and names distributed to committee chairs.
- w. Yearbook – Vendors are being considered. Scanned photos can be sent to dtkilday@optonline.net. Only pictures of Dogwood Hill events can be included in the memory book. Information on pictures and fund raising is coming.

9. New Business

- a. Copies of the proposed budget for 2009/2010 were distributed. Members will vote on the budget during the next PTO meeting.