**Bedminster Township School**

**Parent Teacher Organization**

**Meeting Minutes**

**September 19, 2012 (Unapproved)**

**Minutes – Marisa Austenberg, co-secretary**

\* June 2012 minutes were approved.

**Welcome Comments - Deborah Weiss, co-president**

\*Meeting called to order at 7:10 p.m.

\* Thank you to the previous board for all their hard work.

\* Introduction of the new board to the membership, faculty and administration. General overview given of what the PTO does and has done in the past to benefit the students and teachers, reviewed the work of the board over the summer and called on the membership to sign up for volunteer positions on sign-up sheets on the table.

(Superintendent’s report delayed)

**Principal’s Report - Dr. Robert Otnisky**

\* Thank you to PTO for their help during the first few days of school with lockers, lunchroom and bussing.

\* Introduction of Ms. Carolyn Koos, Superintendent and Ms. Jennifer Giordano, Supervisor of Instruction as new administration for 2012-2013.

\* Welcome to new staff for 2012-2013.

\* Clarification of his term coming to an end within a few months. Expressed his gratitude to the BOE for the opportunity to work at our school; he enjoyed working with the students, staff and teachers.

\* Candidate for principal will be presented to the BOE at 9/20 BOE meeting for vote.

\* Arrivals/dismissals. New staff helping took a few days to work out procedures. He reiterated importance of calling in before 2 p.m. with dismissal/transportation changes.

\* Back to School nights on 10/3 and 10/4 at 6:30 p.m. with early dismissal at 1:30 p.m. those days. School will be closed 9/26/12 for Yom Kippur.

\* Questions from the membership: Police to patrol traffic as buses leave the school driveway and the new healthy choices with regards to school lunches. Both addressed.

**Supervisor of Instruction – Ms. Jennifer Giordano**

\*Thank you to PTO for warm wishes and for help with lockers, lunch and bussing.

\* Writing club and newspaper club started.

\* 8th grade fundraising for the annual Washington, D.C. is already under way

**Teacher Representative - Mr. Chuck Hogan**

\* Thank you to PTO for back to school luncheon, and for the upcoming planetarium programs and supplemental classroom materials in conjunction with the program.

**Bedminster Education Association (BEA) -Mrs. Pat Palmieri & Ms. Cheryl Mitchell**

\* Thanks to PTO from the BEA. BEA is looking forward to once again working with the PTO throughout this school year. They hope to encourage more teachers to come to meetings and get more involved.

**Board of Education Representative - Emily Caspersen**

\* Welcome back on behalf of the BOE and welcome to Carolyn Koos. Ms. Koos started in July and immediately had to start creating a new administrative team. The board is happy to have found Ms. Giordano to fill the position vacated by Mr. Belinker. As stated by Dr. Otnisky, the new principal search also is nearing completion.

\* Resignation of board of education member Dr. Jason Anagnostis in the summer leaves a position open. They are going to be interviewing candidates to fill the vacated seat. This is a great time to be on the board of education. Applications are being accepted at the next BOE meeting in October (date not set).

\* Goal setting for 2012-2013 will be on the agenda at the BOE meeting on 9/20.

**Correspondence - Lori Crowell, co-secretary**

\* Read thank you note to PTO from Liza Calnan for presenting her with a $25 Outstanding Achievement in Art Tech Award.

**Treasurer’s Report - Jessica Pascale, treasurer**

\* The cash report was reviewed and the current bank balance is $44,752.29.

\* Total inflows through 8/31/2012 were $994.23, total outflows were $11,728.86. The current inflows mainly reflect membership dues, while outflows reflect bussing from the previous school year, field trips, school wide programs and Spring Fling deposits.

**New Business**

\* Fall Fest. Need volunteers for face painting and traffic directing.

\*Bedminster Charities Golf Classic liaison Maureen Murphy explained that this year’s Fall Fest event once again will again have games, vendors, food, etc. Flyers will be going home in back packs along with complementary tickets for students to use as the event.

\* Back to School Nights. PTO again is hosting hospitality portion of the evening. Need volunteers to bring a dessert both nights. Food may be dropped off in the lobby the mornings of.

**Superintendent’s Report – Ms. Carolyn Koos**

\* Welcome to parents. She is excited to be here and to meet the parents and kids. Feel free to contact her about anything.

**New Business (*continued*)**

\* Halloween Events. The Halloween Carnival is coming back this year on Oct. 31 for grades pre-K to 3. Grades 4 to 6 will have the Halloween Spooktacular. Need volunteers; parent volunteers do not need to dress up. No siblings allowed. No classroom parties this year.

\* PTO Holiday Tea. This would be a new event, and another way to show appreciation for the teachers and staff. It would be held in early December for 1 hour after school with food and small “giveaways” for teachers. The PTO membership will vote on whether or not to proceed with this event at the October meeting. Kori Edwards volunteered to chair the event if vote passes.

\* SHEF. Alice Rose could not attend; postponed to October meeting.

\* Spring Fling. The 2013 Spring Fling will be held at the Bridgewater Manor, Saturday, March 16. Spring Fling will remain the same as in years past but with an added “Casino Night” to the fundraiser. Contracts for the venue and the casino vendor have been signed. A Spring Fling chairperson is needed; sign-up sheets for all committees are on table. Board members will act as liaisons to all committee chairs. An explanation of what “Casino Night” is was given by Deb Weiss. Steve Goldman offered to chair.

**Old Business**

\* Newcomers Ice Cream Social. Thank you to Faith Costabile and Kelly Alger who ran this event and their volunteers. It was a great time.

\* Welcome Back Teacher’s Luncheon. Thank you to Weng Pineda, Michelle Rishty and Amy Herrick who ran this event. It was much appreciated by the teachers.

\* Bussing/Lockers/Lunchroom Help. Thank you to Kim Rich, Cher Bessasparis and all who volunteered their time.

**Ongoing Committees**

\* Homeroom Parents. Suzie Stevinson and Mary Kessler, co-chairs, had the first homeroom parent meeting prior to the PTO meeting with great attendance; packets given out. Homeroom parents need to find substitutes for events that they cannot attend. At least one homeroom parent needs to be at back to school night.

\* Programs/Author Visits. Karna Johnsen and Monica Burch, co-chairs, have provided a year’s worth of programs and assemblies. A handout was provided detailing the events starting with the Sky Dome Planetarium on 9/27 for pre-k to grade 3, and on 9/28 for grades 4-8. Enrichment materials provided to all grades.

\* Greenhouse. Karna Johnsen, chair, explained that at the June 2012 meeting, a grant was approved for a greenhouse on behalf of the school as a goodbye gift for Dr. Rinko. Karna said the greenhouse itself will fall within the dollar amount of the grant. The roadblock with the greenhouse is coming from town permits: Concrete footings and architectural plans are necessary. Need to see if money for these items is in the budget. It will cost approximately $1,500 to $1,800. Karna said there is about $300/$400 left from the original grant, which leaves us about $1,200 short to complete the project. The PTO membership will vote at the October meeting on granting the additional money to offset the cost of the footings, etc.

Karna suggested if anyone knows an architect, this person might be willing to donate their services to the PTO pro bono.

\* Helping Hands. Ellen Reyda, chair, explained Helping Hands as a short-term, anonymous outreach to the community through the PTO when the need arises. Volunteers may sign up on the sheet provided.

\* Librarian’s Report – Ms. Betsy Quinn. Parent volunteers are welcome in the school library. Asked parents if they could volunteer some time, an extra set of hands is needed and would be appreciated to help the younger kids with book selection and checkout. There are spots available in the morning and Monday afternoons. Middle school students again will be able to spend their lunch time in the library this year.

The book fair will take place the week of Nov. 12 in conjunction with parent/teacher conferences. Kids will be visiting book fair during their library time. She is using 8th grade community service volunteers for the set up and cleanup, and the PTO again will provide volunteers to work in shifts to help run the event.

\* 8th Grade Fundraising. Maureen Murphy spoke about funding the class trip to Washington D.C. through various endeavors such as the Holiday Workshop, Fall Fest bake shop, car wash, parking cars at the school during the Far Hills races, a 50/50 at the Winter Bells concert and Scrips cards sales.

\* Spirit Wear. Meryl Bender, chairperson, announced that flyers will be sent home in back packs with this year’s Spirit Wear items. A table will be set up at PTO booth at Fall Fest and online ordering is available. The PTO supplied all Kindergarteners with t-shirts. Thanks to those who helped fold the shirts.

**Meeting adjourned at 8:23 p.m.**