

RBHS PTO MEETING
Held on Monday, January 13, 2014

The meeting was called to order at 7:07 p.m. by President, Pam Powers.

OPENING CEREMONIES: Pledge of Allegiance.

STAFF APPRECIATION LUNCHEON: Laura Suprenant and Teresa Jimenez are the co-chairs for this event. The luncheon will be held on Tuesday, Feb. 11 during the lunch hours.

Invites have gone out to the faculty and staff. The luncheon is being catered by Lalo's.

There might be music entertainment during the luncheon. Sign-up sheets for donations and working at the lunch were passed around to everyone. The sign-up sheets will go out to all.

Teresa will send the sign-up sheets to Nancy Hopkins.

PRINCIPAL'S REPORT: Principal Bylsma was not in attendance at the meeting. She will do her presentation in February. We are looking for volunteers to serve on the handbook committee. Please contact John Passarella. Triton College contacted us to let us know they are having "Discovering Triton" meetings on 2/12 and 3/12 from 6 – 7:30 p.m. and May 3 from 9 a.m. – Noon. Any questions, please contact Rolando Martinez in College Admissions at 456-0300 x4113. **Questions from the box:** Why don't all instructors have web pages? Answer: At this time, per their contract we cannot require them to have a web page.

-**Daily Announcements** – The last month they were improved. RB also introduced a newsletter, thanks to our PTO! We don't need to create a newsletter.

The website needs to be the school's website. Our PTO meetings have not been on the RB calendar. We will see next month!

MINUTES: A motion was made by Jeannine Glavas to approve the minutes from our November 4, 2013 meeting, second by Renee Buksa. Motion passed.

TREASURER'S REPORT: Renee presented the financial reports for the PTO and the Music Sponsors dated December 31, 2013. There was little activity. PTO only had the IRS Filing fees for the tax exempt status. A Motion was made by Jeannine Glavas to accept both financial reports, second by Kathy Barcal. Motion passed.

TAX EXEMPT STATUS: Renee informed us that the paperwork was mailed mid-November and the IRS received them at the end of November. They will notify us of the status.

A group met to review our annual financials. Those that met were Sue Huhndorf, Tad Rock, Sandy Bakalich and Renee Buksa. They recommended that we have better documentation for money reimbursements.

DAY OF SERVICE: Dina Sanchez reported that Day of Service will be held on April 26, 2014. They have a strong group of volunteers. The next meeting will be held on Tuesday, 1/21 at 7 p.m. in the faculty café.

TEACHER/STAFF GRANTS: Ms. Harsy and Mr. Dignan requested \$1,000 from the PTO for a choreographer for the musical. A motion was made by Janell DiVittorio to give the \$1,000 towards the choreographer, second by Jeannine Glavas. Motion passed. The second request from Ms. Johnson and Ms. Wysynski have requested \$800 from the PTO towards the purchase of picture frames to be used as an early bird ticket purchase special. After much discussion, a motion was made to give \$1,000 towards Prom for an early bird incentive with Pam recommending to Sara that the \$1,000 be used towards ticket price reduction without the purchase of a frame as an incentive. The motion was made by Kathie McCroary, second by Renee Buksa. Motion passed.

VP POSITION: We are looking to find someone interested in the Vice President position. The job description is in the By-Laws.

FUNDRAISING: The PTO can fundraise to help support the school. The Vice President can be the chairperson of the fundraising committee.

Jeannine Glavas is working on the Standing Operating Procedures for the PTO. We need a separate meeting of a group of individuals to review what Jeannine has written.

Next PTO meeting will be on Monday, Feb. 3, 2014. Meeting was adjourned at 8:35 p.m.

Submitted by,
Kathy Barcal - Secretary