

# ASA PTO Meeting - Minutes for January 14th, 2010

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**Time Start:** 3:15 PM

**PTO Officers Present:**

- Susmita Dastidar (Chair), Laura Miller (Vice-Chair), Elisabeth Turk (Treasurer), Flori Willard (Secretary)

**Chair Report:**

- **Adopting Minutes for December 2009 PTO meeting**
- Holiday Bazaar Committee Report: it was a success and PTO is planning to organize the event again at the end of this year.
  - Lianne Kalapaca (committee's co-chair) had some recommendations and observations for the future:
    - Thanked Patrice and the staff for help;
    - Always have 2 chairs for the Holiday Bazaar, one chair should be from the US Embassy circle; the request to the US Embassy in terms of supplies has to be very specific with what we need (the embassy has 7 tents that can lend to us, the ASA school has 6 large tents and 8 small ones); the letter to the vendors should be translated in both French and English; vendors must bring their own chairs; vendors cannot lock their own area; Christmas music should be played; the map of the tables and tents should be decided before the tables are set; the morning of the event we discovered that the embassy couldn't provide 20 already ordered tables so we scrambled but eventually worked out a solution, the food should be centralized and not dispersed all over the place; ask vendors in advance if they want to sell food so that we can place them in a centralized food place (we had vendors who decided to sell food when they came to the bazaar); vendors should tell us about the menu (so that vendors do not compete with each other); the vendors should sign the Monday before the food sale. It is good that the trash cans were near the food tables; tents over the picnic tables was a good idea as it was very hot; a vendor came inside the bazaar and without paying the fee tried to sell cotton candy.
  - Mark Jackson – Student Representative: suggestions for next year: have the food court together.

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- Dieter Kruegel – PE teacher : observations: an artist put big nails in the wall in order to hang his paintings and didn't take them out at the end of the event; the nails were still there when students returned to school on Monday - not safe for the kids.
- Susmita: if there are vendors that are not respecting the laws we should think about consequences.

### Open Forum:

- Student Council: a thank you to PTO for the upcoming karaoke night
- Bim - Music Teacher: – we will have a karaoke night as well, the Malagasy staff wants to have a karaoke every Friday afternoon; the event is open to everyone.

### New Business:

- *Teachers /Staff Appreciation Day:* CTC: 19<sup>th</sup> January for the upper campus 10 AM, 27<sup>th</sup> January for the ECC at 9:30 AM, volunteers are needed it.
- *School store sale:* Jan 20<sup>th</sup> only for the upper school at 12:35 – 1:05, volunteers needed it from 12:00 – 1:15 , Jay offered to supervise the movies if he is in town and if is from 3-5 Joti and Jen Davis
- *Movie night:* January 29<sup>th</sup> only for the grades 4<sup>th</sup> and up: Harry Potter. Jay offered to supervise the movies if he is in town. Jen Davis and Joti volunteered to organize the movie.
- *Valentine's get together:* February 19<sup>th</sup> at 8:00 PM, we need a committee, the event is a fundraiser for AIDS charity; it is going to be a buffet. Bim offered to help with the music for the event.
- Elizabeth gave a copy of the draft of the budget:
  - We need a committee for the budget
- *Teacher grant proposals:* Susmita: we will leave it to Jay and Stacy to decide how to organize the logistics, 250,000 MGA per classroom, Stacy and Jay will talk to the staff about this project.
- *Food Festival: May 15<sup>th</sup>* Susmita: we want to provide a raffle, we are looking at big and small prizes for every participant, we need a raffle committee and food festival committee. Jen Davis who organized the food festival last year thinks that it is going to

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be very hard to mobilize people for the food festival and raffle committees. Jen offered to organize the food festival but she is concern about having too many people taken away from the food festival for the raffle committee, Susmita disagree and thinks the two events can go together.

- *T-shirt Committee* – Coordinator: Laura Miller: volunteers are needed it for the this event, we want to have the students voting, maybe change the colors, maybe long sleeves , etc, we want to sell them at the food festival.

### **Treasurer Report:**

- Holiday Bazaar profit: statement available
- Petty cash: statement available
- We need a finance committee to develop a detailed budget. A budget draft copy was given out to each PTO member present at today's meeting.

### **Proposal Charity:**

- Elizabeth – Reseau PVVIH - presents a request for an Emergency Fund Assistance for Those Living with HIV and AIDS in Madagascar(500,000 MGA )– this will go to “Association Fonds de Solidarite” to pay for establishing a good will for paying off the debt to the creditors so that the line of credit can be open up again for the HIV patients (many are dying because of lack of medication) and that the funds that come from the Valentines event will help the people that have problems now,
- PTO voted for the Emergency Fund for “Association Fonds de Solidarite” and also for the Valentine’s fundraiser event so that the funds can be donated to help HIV and AIDS patients. Flori Willard suggested that the charity should come to the school and give talks to the students about HIV situation in Madagascar as well as HIV prevention.

**Adjournment:** 4:15 PM