

ASA PTO Meeting – Minutes for November 3rd, 2009

Time start: 3:00 PM

PTO Present officers:

Susmita Dastidar (Chair), Laura Miller (Vice-Chair), Elizabeth Turk (Treasurer)

Special Guests:

Lourdes Pinca Laspinas- The ASA School Nurse

Lanto Ranaivoson, -the ASA Librarian

Chair Update:

- Presented a ‘Thank you’ from the orphanage supported from the International Food fair last May.

Introduction of Lourdes, the ASA school nurse.

Lourdes Pinca Laspinas introduced herself and what she does at the ASA. She stated that she is not only at the ASA to care for the students, but for the health of the parents and families as well. She is there to ask her questions about sickness or even head lice.

She said that we should all work together as a community:

- There is a correlation between health and food. It is important to send healthy lunches and snacks (not cheese puffs and cakes).
- She is periodically checking students for head lice.
- She is working on H1N1 prevention with the students.
- It is important to note that she can give medications to students, but only with prior permission from parents.

Halloween debriefing:

- An email from the 10th graders was presented, which suggested that perhaps future Halloween parties have a new food distribution or organization because almost all of the food and drinks disappeared before their arrival.
- Dieter suggested a Halloween-type party for ‘parents only’ with an 80’s theme.
-By student council and catered.
- The Chair suggested that we could look into that suggestion for Valentines Day in February.

Book Fair Discussion by Lanto Ranaivoson, the ASA Librarian:

- The book fair is for ASA students only for the first 2 days
- 1800 books to sell

- The schedule last year worked well for sales, therefore it is kept in a similar manner: Monday, for the individual classes, Tuesday classes again, then afterschool during Parent/Teacher conferences the book fair opens to all parents and students. On Wednesday the book fair will be open for the community again.
- Parents should send money with children for when they visit the book sale with the class.
- There is a limit to what they can buy during the class visit, but they can buy an unlimited amount once it opens to parents.
- Children and parents can donate books to a classroom by filling out a plaque (or sticker) for the book and giving it to the classroom teacher.
- About 1,000Ar profit per book is donated to the PTO fund.
- Lanto placed a sign-up sheet outside on the bulletin board for volunteers.
- Volunteers are also needed to help price books as well as to sell during the fair itself.
- A new offering is a reading corner for volunteers to read to the children during snack and lunch periods.

Other New business:

ASA Holiday Bazaar: December 5th, 2009

- Leanne Kalapaca volunteered to be Co-coordinator of the Holiday Bazaar. She will also be doing the Giving Tree.
- Susmita Dastidar volunteered as co-coordinator unless another volunteer shows interest.
- Office will send out Vendor invitation letters.
- Chantal organized entertainment for children last year (the train). They will again look into prices.
- Ingrid offered to call Fesstismo for children's entertainment as another option.

Staff Appreciation tea/coffee: November 10th, 2009 during snack break.

- Volunteers are needed to bake.

Movie Night, Friday, 13th, November 2009

- Coordinator and 3 parent volunteers needed.

ASA Yard Sale, Saturday, November 21st, 2009

- Anne-Marie Ford volunteered as yard sale coordinator.
- There is a sign-up sheet for volunteers outside for the door.
- There will be a 1,000Ar entrance fee at the door of the big field
- 12:00 set-up time, open at 1:00PM for ASA staff, and 2:00PM for the public. (Britta suggested this.)

School Store

- There are some items left over and they can be sold at the Book Fair.
- The school store will take place after the Holiday break.

ASA T-shirt Inventory needed for the Holiday Bazaar

- Laura Miller will find contacts for T-shirt order and do an inventory and reorder if possible.

- Long sleeve design was suggested for next year.

Treasurer's Report:

PTO Funds: Financial Statement available

Halloween expenses: statement available
(There has not yet been a settlement for the tractor and trailer.)

There is a clear need for an ad hoc financial committee for budget.
Without the guarantee of institutional memory, the guidelines will help carry on the procedures to the future.

New procedure:

If there is a PTO need under 200,000Ar two officers need to sign-off on the financial form and given to Mamatiana.

Elizabeth hopes the committee will begin with these 3 members:

Elizabeth

Ingrid

Mamatiana

Adjournment: 4:00PM