

Bay Harbor PTO Minutes  
November 13, 2012

**Present:** Mr. Siech, Michele Otradovec, Jessica Clusman, Heather Cook, Steve Frank, Jessica Schneider, Amie, Christensen, Tammy Anderson, Tricia MacDonald, Sue Kiehn, and Melissa Chrisman

The meeting was called to order by President Jessica Clusman at 6:30 pm

**President's Report** (Jessica Clusman)

- Pledge
- Welcome
- Celebrating 5 years of Learning Banner
- Will be put up in front of school above the main doors
- Banner was donated by Fast Signs

**Vice President Report**

- No Vice President

**Treasure's Report (Steve Frank)**

- Shared financial report
- Motion to approve report was made by Heather Cook and seconded by Michele Otradovec. All present were in favor and the motion carried.

**Secretary's Report (Michele Otradovec)**

A motion to approve the October 2012 minutes was made by Steve Frank and was seconded by Heather Cook. All present were in favor and the motion carried.

**Principal's Report (Kyle Siech)**

- Thank you / Appreciations – I want to thank all of the parents for their continued involvement and support at Bay Harbor.
  - Family Nights, Hospitality, Office support, Classroom volunteers.
  - Parent/ Teacher Conferences- Well attended
- Updates-
  - WKCE- State testing is in progress for Grades 3 & 4
    - a. Results will be available- Spring 2012
- Upcoming November Events-
  - Report Cards sent home week of Nov. 19<sup>th</sup>
  - Nov. 20<sup>th</sup>- READ 20 activity with school. Drop everything and READ to promote importance of meeting our READ goal.
  - No School – Nov. 22<sup>nd</sup>-23<sup>rd</sup> Thanksgiving Break
  - Holiday Concert – Dec. 13<sup>th</sup> 9:30 a.m. and 1:30 p.m.

**Committee Reports:**

**Beautification** (Jessica Clusman)

- No Report

**Book Fair** (Tammy Anderson)

- Next book fair will be Thursday, Feb 21st.
- This bookfair is not a BoGo

**Books for Kids**

- Wednesday, Dec 19th for the winter
- Friday, April 5th for the spring
- \$1500 in books

**Box Tops** (Jessica Clusman for Kerin Draak)

- Year to Date \$1,592 :) Keep them coming!

**Family Fun** ( Amie Christensen)

- \$500 from family game night will be donated to Hurricane Sandy victims.
- Saturday, December 8th. Holiday Shopping from 9:30-11:30
- working on Father-Daughter dance

**Fall Fest** (Melissa Chrisman)

- Kids Town has offered a free night for kindergarteners, due to the balloon mishap at Fall Fest.

**Market Day** (Melissa Chrisman)

- Seeing new customers!
- \$163 this past month.
- 11 pies were donated to the Giving Tree

- Next month: Cookie Dough

**Public Relations** (Melissa Chrisman)

- Keeping the website updated and Facebook.

**Field Day**

- No Report

**Fourth Grade Field Trip** (Heather Cook, Sue Kiehn)

- No report

**Hospitality** (Steve Frank for Lesli)

- No report

**Memory Book** (Jessica Clusman for Hollie and Dana)

- Teachers, please put pictures in the G drive
- Parents and teachers can submit pictures via PTO website

**Scrip** (Amie for Lesli Frank)

- Remember scrip for Black Friday

**Volunteer Coordinator** (Jessica Clusman)

- Volunteers needed for the holiday concert

**New Business**

- No new business

A motion to adjourn the meeting was made by Sue Kiehn and was seconded by Steve Frank. All present were in favor and the motion carried.

Meeting was adjourned at 7:03 pm.

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Respectfully submitted,

Michele Otradovec  
PTO Secretary

**Save the Date:**

2012-2013 PTO Meetings (all meetings are held in the Bay Harbor Library and  
babysitting is available)

January 8th @ 6:30  
February 5th @ 6:30  
March 5th @ 5:00  
April 2nd @ 6:30  
May 7th @ 6:30