

**The Winston School  
Parent Teacher Organization Minutes  
Executive Board  
Wednesday, September 7, 2011**

President Jennifer Corrigan called the meeting to order at 8:40am in the Seminar Room. Present were:

Jennifer Corrigan	Dunia Borga
Shepherd Homan	Julie Rice
Michelle Early	Kelly Sedgwick-Young
Polly Peterson	Brenda Kozakis
Cameron Hayes	Carla Scalf
Sydney Heasley	Christy Gray
Jamie Taft	Michelle Frumin
Donna Dinsmore	Kathy Muntzel
Debbie Haile	Stefanie Whitworth
Amy Sachnik	Connie Timmons
Anna Brown	Mary Frei
Melanie Miller	Christina Scheibe
Susan Howard	Pat Kinsella
Clara Jamison	Ken Frumin

**Secretary's Report**

The minutes of the May 2011 meeting were approved.

**Treasurer's Report**

Anna Brown distributed the budget report. Summer wrap up was given. 2 debits from auction pay will be researched; hopefully the money will be credited later. We are starting the year with a budget of \$16,088. Tentative school budget for the 2011-2012 year was distributed PTO garage sale is planned for the spring. There will be no silent auction/live auction fundraiser this year, replaced by two smaller fundraisers and socials.

. Connie Timmons will be the new treasurer. It was decided that both Connie Timmons and Jennifer Corrigan will have signing privileges on the PTO bank account. Both Connie and Jennifer are approved to write and sign PTO checks.

## **Administrative Report**

Polly Peterson gave a report. The following topics were covered:

- There are several new teachers this year. Please take time to introduce yourself and welcome them
- This is the first year for senior projects, they are underway
- September 23 is homecoming game. Tailgating starts at 4:00pm, MS plays at 5:00, Varsity at 7:00. There is a half time show with the cheerleaders and the marching band.
- October 15 is a fun run for the athletic booster club
- October 16 is the fall family festival
- Winston science information is entirely online this year. It is held for one weekend in October and the first two weeks in November. Volunteers are needed. Every Winston student is expected to participate.
- The dress code has not changed from last year, however, it will be strictly enforced.
- There is a new homework policy concerning late work. No exceptions. Also new is a daily participation grade that can count up to 20%.
- The school is using Turn-it-in.com to prevent plagiarism, this is new this year. Any student work greater than 2 paragraphs long will be checked for plagiarism
- Rubrics for assignments will be used faithfully for grades 7-12
- The Winston website is updated and improved
- Stephanie Whitworth is the new Director of Admissions

## **Faculty Representatives**

School representative, Ross Thomson gave a report covering the following:

### Upper school

Service learning academy is open for applications. Their first outing will be at the shoes for orphan soles.

Student council elections are underway

There are many college visits scheduled in September.

### Middle school

Student council speeches are this week  
There is a math survey going on via SMU  
A new homework policy is in effect; the dress code is now being enforced

### Lower School

All lower school students are making a smooth transition into the start of the school year.

## **Library**

Melanie Meyer gave report covering the following:

- Volunteers are needed in the library for various library duties every week on Monday and Wednesday mornings. Contact Sydney Healy if you wish to volunteer.
- The Kurzweil reader is available in the library and all English classes for those who need it. Ask Mrs. Meyer for instructions on how to operate

## **Chairperson Reports**

### Box Tops/Class Parents

Cathy Muntzel gave a report; turn in box tops in envelope at front desk. She will be sending them in periodically.

### Communications/PTO Weekly

Michelle Early gave a report; communications information handout was passed.

### Fall Catalog Fundraiser

This year we will be doing 2 catalog fundraisers in lieu of the auction fundraisers of previous years. In the fall it is gift wrap, identical to Sally Foster. In the spring it will be a candy and chocolates catalog.

### Fall Family Festival

Shepherd Homan gave a report; the festival is October 16<sup>th</sup> from 2:00-4:30. Various fun activities are planned. Volunteers needed.

### Hospitality

Jennifer Corrigan gave a report for Brenda Kozakis; sign-up sheets were passed for food preparation/donation volunteers.

### Library Crafternoons/Book Sale

Donna Dinsmore gave a report; this year's crafternoon dates are 9/30, 10/28, 11/11, and 12/2. They are from 3:30-5:30 in the library. All MS and US students are invited. Students must craft in order to have snacks/drinks. Donations of craft items are accepted, another volunteer may be needed.

The 3-day used book sale will be in the spring, April 26-28. All used book donations go thru Melanie Meyer.

### Programs

Jennifer Corrigan gave a report for Karen Schlossburg. Any ideas for speakers to present at Winston are to be directed to Karen.

### Winston Cares

Winston cares, previously known as "sunshine group" is headed this year by Brooke Zasa. If you know of any situations that could use her help, please contact Brooke.

## **New Business**

### Open Positions

There are several open positions that need filling. Please contact Jennifer Corrigan if interested.

- Socials chair – Michelle Frumin volunteered
- Garage sale committee head
- Gift market committee head for 2012-2013
- Dinner-style fundraiser chair

The Meeting was adjourned at 9:47am.