PTO Board Meeting Agenda

November 19, 2018

6:30 – 8:00

1. Members in attendance: Sarah Kelsey, Bridget Eversole, Amy Lynn Johnson, Carrington Grossman, Mike Irani, Key Rosebrook, Rebekah Goldberg, Meg Franco, Christina Keller, Leslie Wills-Taylor
2. Meeting called to order at 6:35
3. Pre-meeting: Scrip setup
4. Welcome
5. PTO Member-at-Large comments
	1. Rebekah: Treasurer phishing email update
6. Approval of previous meeting’s Minutes
	1. AmyLynn Motions
	2. Carrington seconds
	3. Minutes approved
7. Principal’s update: Mike Irani
	1. Active panels have been purchased, they will be delivered over winter break unless there is an available weekend for installation between now and then.
	2. Sound update: In partnership with the division, MLS is looking at improving sound in the cafeteria which will include ceiling tiles and wall boards to manage sound.
	3. Shade update: Mike is still working to arrange a time to meet with the contractor to go over the best places for the shade. Considering K-2 corner and picnic tables and over by the black top for the older kids which could also be used as a class gathering place.
	4. Mike would like to set up a couple of coffee in the new year to talk about culturally responsive teaching with parents.
	5. Before the holidays, Mike requested a call for volunteers to clean up the lost and found. Key will organize and hang it for parents to look through before the Kids Market, Amelia will take left overs to be donated.
8. Faculty representative update: Meg Franco
	1. The faculty and staff are excited about pies, thank you!
	2. Leslie: the staff have been very appreciative of the snacks in the break room, especially the peanut butter cups
9. New Business
	1. Annual fund update: Annual Fund is underway, we’ve had 29 donors to date. We’ve had fewer donors but larger donations.
	2. Fun Fair: income totaled 5,000.00 which was $2,000 over what we budgeted for. The current budget report does not include EZone payroll expenses listed yet. The Birthday Book Club was open for a shorter period of time this year, so Rebekah talked to the chairs about opening it again. The Amazon Affiliate link is generating income. Send that link to friends and family ot remind them to use it. Key pointed out that people can make an Amazon button on their phone, people can ask her for help.
	3. BoxTops chair had to bow out, the presidents emailed the chairs and no one stepped up, so the board is still looking for someone to chair that committee.
	4. Landscaping update: Two volunteers signed up to be chairs and moving forward with coordinating projects with Mr. Dan.
10. Upcoming events
	1. Kids Market
	2. Talent Show-proposed date is 2/8/19
11. Misc updates:
	1. Candy collection update, official job for next year: Christina said that all of the candy was delivered to the dentist today, and the winners will be announced next week when the dentist gives the gift certificate. She thanked Andrea for all of her help. The board agrees that next year it should be a defined volunteer role. Christina says that it needs to be someone who can be at the school during hours.
	2. T-shirt sales: Carrie Anos is revitalizing the sports wear website. She will be making them available through a local print shop so that they can be made on demand. She is also designing a car magnet medallion.
	3. Update on funding for specials: Mike had a meeting with the specials teachers and the outcome was an agreement to stick with the current funding request process. Mike requested that teachers reach out to him first to see if there are school funds available before asking the PTO for funding. Mike also said that he will increase the baseline budget for Specials disposables request so that the unique requests that go ‘above and beyond’ those disposables requests can go to the PTO.
		1. Key clarified that art/gym/library have their own fundraisers in part because their needs are greater. Mike agreed based on the discussion with the Specials Teachers.
		2. Process: Specials teachers can make requests on an ongoing basis with larger requests saved for the final PTO meeting of the year.
	4. Parent Council Update: The PC said they got 77 responses to the survey about racism, they may re-open it. It is being run by Dr. Hairston (sp?) and a group of high school students. They’re going to review the data and potentially reopen the survey for more input. They also asked if any of the schools would be interested in sharing equipment for fun fairs. They also talked about bus drivers and said that there are cameras, microphones, and GPS trackers on the bus. They said that some schools hold election day bake sale; some schools made over $2,000.00. some schools have been having book clubs with the principal. The board thought this sounded interesting.
12. Funding requests:
	1. 4th Grade Science Kit Request: Key clarified that they are used to create an ecosystem and then use elements to alter that ecosystem. A similar unit could potentially be created using current events which would not require the kit.
	2. The following questions were raised in the meeting: it’s very expensive, what are other schools saying about it? Would it be better as an EOY request? Would it be possible to just purchase the teachers guide without getting the whole package? Leslie clarified that all of the students in 4th grade would use it in some way; she is going to talk with the 4th grade teachers to get a little more information and follow up with the board over email.
13. Backpack Mail conversation: include delivery date information for teachers if the flier is time sensitive. Leslie said that she will ask the morning announcement team to include BPM content on the morning announcements to raise awareness amongst the students.
14. **IMPORTANT DATES: calendar updates**
	1. 12/7/18: Kids Market: There will not be dinner at this market, and sales will be for an hour this year.
	2. 12/17/18: December PTO Board Meeting

Meeting Adjourned at 7:40