

3/27 Exec Board Minutes

CONSENT ITEMS

February Financials

February Exec Minutes

Jen moves to approve, 2nd, all aye. Approved.

DISCUSSION ITEMS

Finance

- General Finance Update – Michelle got a credit card for the PTO but it has her personal info tied to it, so no one will use it but her. Would like to use it to pay vendors directly.
- Classroom Support Funds for 2017-18 Final Review – Everyone went up approximately \$5, 3rd went up \$10 because of rounding and the teachers asked to add a bit more for next year. 5/6 is up \$20 to cover what they do separately because we did not collect enough to cover the main grade expenses. 6th grade went down because they are not doing SkyWriters books and hoping lowering the amount will increase collection. Overall increases include specials TA, and the reworking of amounts going to each specials area teacher.
- 2017-18 Budget Review and Process Discussion – Will consider it as a draft today and at next Tuesday's meeting, with a vote in May. Quick review of changes in budget. Budget summary will be presented at April meeting, full budget is available for anyone who requests to see it.
- Presidential Approval of Budget Overruns up to \$250 – To eliminate the need to convene/conference with Exec to approve. Amanda moves, 2nd, all aye. Approved.

General

- Planning for next year
 - Elections / Slate – Amanda is running for PE, we would need a new VP of Marketing.
 - Open positions – General discussion regarding the positions that are open and brainstorming possible people to help.
 - Back to School Documents – We need to get the papers together for next year as soon as possible. Jen will handle the CSF and we would like to get things started.
 - EduKits – Kamie went out for quotes for supplies next year to see what other companies provide. Would like Kamie to make a decision.
- Grant Requests
 - Wilhelm – Pi Day - \$110 to cover for Pi Day expenses. Whitney moves, 2nd, all aye. Approved.

- Agendas – We get a discount if we prepay and are now taking them \$1512.00. Whitney moves, 2nd, all aye. Approved. Will present at general meeting.
 - Copy Paper – The workroom will be out of paper and need \$1320.00. Amanda moves, 2nd, all aye. Approved. Will present at general meeting.
- Brynn Granger letter – Referred to Site Council.
 - T-shirts – Would like to move to one vendor or reduce amount of vendors used. Amanda will contact each vendor and further investigate.
 - Yearbooks for 6th graders – Historically, the extras and/or runoffs from the printer are given discreetly to children who couldn't afford or they are given away. Would like to keep it to children in need and perhaps raffle off remainders.
 - Birthday Buddies – 60/40 split between library and PTO. Do we need to continue this program? Tabled.
 - Suggestion Box Feedback – The tetherballs need to be replaced. Is this a PTO or school issue? Heather is taking this on.
 - PILOTS – We would like to see some changes on a few things that could be updated. Will discuss further.
 - 2017-2018 Calendaring meeting set for April 11th. Will reach out to committee chairs & event leaders to come or give input as to their events.

Fundraising

- The next read a thon and PTO next big project meeting needs to be set.

Marketing

- Working on the yearbook – deadline is the 25th with the field trip to follow shortly after.

Upcoming Events

- 4/7 Spring Fling
- 4/24 Art Walk
- 4/24-4/28 Book Fair
- 4/29 Ambassador New Family Playdate

Rob notes – Teacher of the Year nomination award is open for nominations until July 21st. Next year we will be up for A+ again, I believe the recertification process is easier and more of an update. Will need to find a parent to manage the process.

ADJOURN 11:05 am