**Independence Middle School**

**PTO General Meeting Minutes**

**Thursday, Nov 17, 2016 – Independence Middle School**

The Independence Middle School General PTO Membership met on Thursday, Nov. 17, 2016.  In attendance were board members Bari Levitt, Anne Rutter, Karen Preisendorf, Jennifer Van Kirk, Tracey Murry, Valerie Rozzo, and Lisa Fishman.

**Call to Order -** Bari Levitt called the meeting to order at 9:45 a.m.

**Minutes** –Tracey Murry made a motion to approve the minutes from October 20, 2016. Karen Preisendorf seconded the motion.

**Principal's Report -** Mr. Dewey

* Mrs. Koerner was unable to attend.
* IMS is so grateful for the two-laptop carts purchased by the PTO.
* The new USA testing was discussed and how this benefits the teachers to see where the kids are functioning.
* Penny Sales Tax was discussed. The money will help with purchasing security cameras and technology.
* Progress Reports are going out tomorrow.
* Tuesday will be the school Pep Rally and Showcase of Bands. Dwyer, Jupiter, and Suncoast will be playing.
* Election status was discussed. The Pre-Law Academy ran an election. Mr. Dewey hasn’t seen any problems with the students arguing about candidates.

**President’s Report –** Bari Levitt

* Laptop carts and 60 laptops were ordered.
* Donation from a volunteer, Jackie Durkin, will cover the next six SOAR awards. Bari explained how SOAR awards work. Spirit sticks were explained.
* Jennifer Downing will be our new treasurer. We are holding a general election to have a co-Treasurer position. Bari Levitt makes a motion and Val Rozzo seconded and everyone in attendance was in favor.
* We are still in need of a co-Secretary for next year. This position was explained in detail. Online newsletter was discussed. Board Meeting responsibilities were discussed. We have a volunteer to help with this. Samantha Finnegan will consider this.
* Co-President position was discussed. Michelle Walgreen will be one of them.
* A Business Partner Coordinator will be needed. This position can be done entirely from home. Maintaining relationships is important. It does not require a lot of soliciting. This job is not very time consuming but very important. This person needs to order banners and place ads in the school newsletter.
* Graphics Guru – If you are good on Publisher, we need you! This position makes Instagram, Facebook, and banners for the website. Tracey Murray will consider this.
* Department donations requests are on the back of the handout. Landschool program was approved. This is a system for teachers to monitor what the children are doing on their computers. We purchased educational resources for our new teacher in Music Appreciation. We have $4,000.00 available.
* We have a faculty holiday party coming up. Gift cards are purchased for this. Bari is looking for someone with connections. $5-$15 increments would be helpful. Bari would like to provide 15 gift cards.
* December 20th will be our Teachers Holiday Feast. Bari gets the food (turkey, stuffing and ham). Volunteers are needed for set up, we keep the area clean, refill drinks, etc. We need desserts for this as well. Karen will make a Sign Up Genius for this.

**Financial Report** – Bari Levitt

Balance sheet was discussed. Laptop carts have not been removed from our balance sheet yet.

**Secretaries Report** – Anne Rutter and Valerie Rozzo

No updates.

**Volunteer Report –** Karen Preisendorf

Book Fair is going well.

**New Business -** Bari Levitt

* We discussed the excess budget and the 8 options we had offered. The first 5 will be funded.
* Question from the floor regarding what SAC is and how it functions. SAC was explained. A+ money was explained. The SAC must approve the decision about where this money goes. The meeting is held at 6:00 p.m. on the second Monday of the month.
* We found a glitch is the long sleeve hoodies at the store. This was fixed.
* School Tours were discussed. Lisa gives specific dates for tours. Lisa is doing a tour this morning and will let someone shadow her so they know what to do. Karen Preisendorf and Mindy Cleveland will consider doing this going forward.

**Next PTO General Meeting:** January 19th, 9:45 AM in the cafeteria

**Dates to Remember:**

Nov. 14-18 – Fall Book Fair

Nov. 17 – 9:45 PTO General Meeting

Nov. 23-25 Thanksgiving Break

Dec. 7, 12:00 p.m. PTO Board Meeting

Dec. 12, 6:00 p.m. SAC Meeting

Dec. 20, Teacher Holiday Feast, Desserts and Volunteers Needed

Dec 23- Jan 8, NO SCHOOL for Students

Jan 9, 6:00 p.m. SAC Meeting

Jan 19, 9:45 a.m. PTO General Meeting

**Adjournment:** The meeting was adjourned at 10:45 a.m. Jackie Durkin motioned to adjourn, Tracey Murry seconded.

Respectfully submitted,

Val Rozzo, co-Secretary

                               Anne Rutter, co-Secretary