

MEMBER APPROVED

## Peoples Elementary PTO Monthly Meeting

Tuesday, December 12, 2017

**In Attendance:** Ashley Lynch (President), Rhonda Mangin (Vice President), Natalie Kaiser (Treasurer), Meghan Simmons (Corresponding Secretary), Julianne Moore (Recording Secretary), Wanda Godwin (School Secretary), Monica Thomas (Teacher Representative), Diana Schmidt, Amanda Moberly, Lauren Scheu, Jenifer Demchak, Sheila Schneider, Ashley Bearden, Ashleigh Haycock

**Call to Order:** PTO Meeting was called to order at 9:35AM by Ashley Lynch. Quorum was present.

**Approval of Minutes:** Copies of the November minutes were discussed. One volunteer's name, Torie Saxon, needs to be corrected. With that change a motion to approve the November minutes was made by Diana Schmidt, 2<sup>nd</sup> motion by Lauren Scheu. All were in favor.

### Officers Reports:

**Treasurer (Natalie Kaiser)-** The PTO Membership drive has net \$11,065.44, the Fun Run net \$10,680, Spirit Wear \$3,809, Square One \$2,217, Spirit Nights \$1,631

**President (Ashley Lynch)** – No report.

**Vice President (Rhonda Mangin)-** No report.

**Recording Secretary (Julianne Moore)** – No report.

**Corresponding Secretary (Meghan Simmons)** – No report.

### Committee Reports:

**Box Tops (Ashley Haycock)-** The next deadline for submissions is December 31<sup>st</sup>.

**Kindness Week (Amanda Moberly)-** The budget handed out at today's meeting reflects \$1,000 for Kindness Week but a prior copy of the budget had \$1,200. Natalie double checked her spreadsheets and the budget copies she handed out had a mistake. She verified that the correct amount should be \$1,200.

Sponsorship money is coming in from Burn Boot Camp, Avella Dentistry & Broadway Diner. They have currently brought in \$2,550. The last meeting for the committee will be held January 4<sup>th</sup>.

**Ice Cream Sales & Spirit Night (Lauren Scheu)-** Monkey Joes spirit night is Friday & will be their holiday bash kick-off.

**Room Moms (Ashley Bearden)** – No report.

### Principal Report given by Monica Thomas:

- Thank you to all the parents who volunteered for the for the Holiday Lunch last week
- Thank you to all the families who came out and supported our Chorus & Chimes concert! It was a great way to get into the Holiday Spirit!
- Thank you to all the parents who are supporting our new Holiday Pop Up shop! It has been a huge success. We have learned a lot and have more improvements for next year. All profits will support Leader in Me funding.
- Thank you to all the parents who have provided PTO gift wrapping for our teachers.
- Thank you to the PTO board for providing snacks at our December staff meeting.

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### **Staff Updates**

- Dreambox has done an interview with one of our teachers, Andi McPeak. We will post the news article on our website soon!
- Also, Mrs. Cope's classroom placed in a Dreambox Challenge and received money towards a party!
- Holiday Pop-up Shop is in full swing and hopping!
- Students have had some exciting lessons/experiences using technology in last couple of weeks: Virtual Reality using Google Expeditions and Hour of Code.
- Our leadership team had experienced an awesome team-building experience last Friday as they participate in the Escape the Bus activity provided by School Initiative, a former Fayette County student, Travis Allen. They escaped before time ran out in 30 minutes!

### **School Updates**

#### **Wednesday, December 13th**

- Holiday Pop-Up Shop Open while supplies last!
- Spread some Holiday Cheer by wearing Red and/or Green!
- Holiday Parties for Kindergarten through 2nd, 1:15-2:00pm

#### **Thursday, December 14th**

- Family Photo Day - Wear your Favorite Flannel Shirt!
- Holiday Parties for 3rd-5th, 1:15-2:00pm

#### **Friday, December 15th**

- End of 2nd 9 weeks
- Wear your PJ's to School!
- Sing-A-Long/Little Dribbler Performance/Juggler Performance
- Scrip Delivery
- Monkey Joe's Spirit Night, 4:00-9:00pm

PES had highest attendance rate of all Fayette County schools in November. The last day for students is Friday. Students return on Wednesday, January 3rd.

**Old Business:** The Holiday Scrip program was a huge success! Families sent in \$6,500 to purchase scrip cards for staff at Peeples Elementary. Once the cards are redeemed there should be a increase in our Scrip numbers for the 2017-2018 calendar year.

**New Business:** Diana Schmidt and Rhonda Mangin have been working on updating our Bylaws. Rhonda lead the discussion with Diana giving insight on the recommendations. Most of the revisions are out of date items (i.e. members required to update bulletin boards that no longer exist, etc).

The following BLACK text is the current Bylaws. Suggested updates are notated in RED. Concerns during discussion are notated in BLUE. Voting details are notated in PURPLE.

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**PROPOSED REVISION #1 (new sentence)**

SUBMITTED BY PTO EXECUTIVE BOARD

Article IV – Basic Policies

Section 12. The fiscal year will be July 1 to June 30. **The newly elected board shall take over duties and responsibilities after the last day of school.**

**Motion to revise made by Natalie Kaiser, 2<sup>nd</sup> by Jenifer Demchak**

**No concerns were addressed**

**Motion to amend made by Meghan Simmons, 2<sup>nd</sup> by Lauren Scheu**

**14 voted in favor, 0 disagreed**

**PROPOSED REVISION #2 (new sentence)**

SUBMITTED BY PTO EXECUTIVE BOARD

Article VII – Elections

Section 3: Only the names of those who have signified their consent to serve if elected will be placed on the ballot or elected to such office or position. **For the position of President, person must have previously served on the Executive Board for one year.**

**Motion to revise made by Meghan Simmons, 2<sup>nd</sup> by Sheila Schneider**

**Members discussed whether this might exclude someone that moves into Peeples Elementary from having an opportunity to serve in the President position. Members discussed possibility adding in that potential President should either serve on the Executive Board or on a standing committee. The final wording should state, for the position of President, person must have previously served on the Executive Board or on a standing committee for one year.**

**Motion to amend with revision made by Ashley Lynch, 2<sup>nd</sup> by Wanda Godwin**

**14 voted in favor, 0 disagreed**

**PROPOSED REVISION #3 (words removed, addition of duties to Vice President)**

SUBMITTED BY PTO EXECUTIVE BOARD

Article VIII – Duties of Officers

Section 2. The Vice President shall:

~~4. Maintain the PTO Bulletin Board.~~

Add:

**4. Assist Principal with the planning and set-up for Meet the Teacher Event in August of each year.**

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5. Plan and promote any Peoples PTO sponsored event that is not already covered by a committee and/or other duties as assigned by the President.

**Motion to revise made by Amanda Moberly, 2<sup>nd</sup> by Meghan Simmons**

**No concerns were addressed**

**Motion to amend made by Wanda Godwin, 2<sup>nd</sup> by Monica Thomas**

**14 voted in favor, 0 disagreed**

**PROPOSED REVISION #4 (remove paragraph, addition of duties to Recording Secretary)**

SUBMITTED BY PTO EXECUTIVE BOARD

Article VIII – Duties of Officers

Section 3: The Recording Secretary shall:

~~Keep a record of all General and Executive Board Meetings of the Organization, give a copy to the Principal and to each Officer, post a copy on the PTO Bulletin Board, and retain a copy on file in the office.~~

1. Keep a record of all General and Executive Board Meetings of the Organization.
2. Email draft of meeting minutes to the Principal and to each Officer within one week of the meeting for approval/changes.
3. Once meeting minutes have been approved from Principal and each Officer, maintain a hard copy in file (or binder) for next meeting.
4. Provide hard copies of minutes of the previous month's meeting at the next General Meeting along with an attendance sheet.
5. Once meeting minutes have been approved at a General Meeting of the Organization, upload to PTO website.

**Motion to revise made by Meghan Simmons, 2<sup>nd</sup> by Wanda Godwin**

**No concerns were addressed**

**Motion to amend made by Wanda Godwin, 2<sup>nd</sup> by Amanda Moberly**

**14 voted in favor, 0 disagreed**

**PROPOSED REVISION #5 (words removed)**

SUBMITTED BY PTO EXECUTIVE BOARD

Article VIII – Duties of Officers

Section 4: The Corresponding Secretary shall:

~~6. Setup and manage the Peoples PTO Squareup Marketplace.~~

**Motion to revise made by Meghan Simmons, 2<sup>nd</sup> by Jenifer Demchak**

**No concerns were addressed**

**Motion to amend made by Wanda Godwin, 2<sup>nd</sup> by Natalie Kaiser**

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**14 voted in favor, 0 disagreed**

**PROPOSED REVISION #6 (addition of duties to Treasurer)**

SUBMITTED BY PTO EXECUTIVE BOARD

Article VIII – Duties of Officers

Section 5. The Treasurer shall:

10. Manage and maintain the Peeples PTO Squareup Marketplace.

**Motion to revise made by Meghan Simmons, 2<sup>nd</sup> by Natalie Kaiser**

**No concerns were addressed**

**Motion to amend made by Wanda Godwin, 2<sup>nd</sup> by Amanda Moberly**

**14 voted in favor, 0 disagreed**

**PROPOSED REVISION #7 (addition of wording to Standing Committees)**

SUBMITTED BY PTO EXECUTIVE BOARD

Article XI – Standing Committees

Section 9: Each committee shall maintain a binder of committee duties, responsibilities, and any other applicable notes. The binder must be updated as necessary and be available to the next person who serves on such committee.

**Motion to revise made by Meghan Simmons, 2<sup>nd</sup> by Jenifer Demchak**

**No concerns were addressed**

**Motion to amend made by Wanda Godwin, 2<sup>nd</sup> by Amanda Moberly**

**14 voted in favor, 0 disagreed**

**Adjourn:** Diana Schmidt made a motion to adjourn at 10:15AM. 2<sup>nd</sup> motion by Wanda Godwin. All in favor.