

September 19th, 2016
MLS PTO Board Meeting Minutes

Board Members Present: Stacey Carden, Beth McCarthy, Melissa Hoover, Christina Keller, Sarah Kelsey, Carleen Kupcis, Peggy Williams, Amanda Beresford, Beth Wertheim, Cheryl Wetmore-Simpson Jennifer Underwood, Mike Irani

I. Welcome

II. Secretary's Report: Beth Wertheim

- Motion was made by Peggy Williams to approve the minutes (*with minor edits*) from the Summer Vote and the August Board Meeting, seconded by Beth McCarthy, and approved.
- Motion was made by Amanda Beresford to approve the minutes from the General Meeting, seconded by Christina Keller, and approved.

III. Principal's Report: Mike Irani

- There was a great vibe and attendance for Flick on the Field. The chairs did an excellent job.
- The teachers may access the PBL fund now (they apply and will receive an okay).
- The Active Panels are installed and an inservice was given today after school. The teachers need to learn the software.
- Are parents discussing the Bond Referendum?
Sarah- brochures explaining the Referendum are being sent out to parents via backpack mail.
 - Some people are looking the Referendum as the schools want more money, when in fact all capital projects are a debt.
 - Albemarle County's AAA rating will ensure the bonds will have the most competitive interest rate.
 - If we would like to have an expert come to speak to a group of parents, that can be arranged.
Carleen- should we make the Bond Referendum a topic at the next coffee chat?
Mike will reach out and see if an expert is available to attend the chat and we will go from there.

IV. Faculty Representative Report: Cheryl Wetmore-Simpson

- Flick on the Field was excellent. It was a wonderful opportunity to see parents that may have not been present at other PTO events.
 - There were some electrical issues during the set up for Flick on the Field. The problem is that all of the outlets in the hallway are on the same circuit. Once they discovered that the classrooms are on a different circuit the issue was solved. A parent said that when Murray Elementary does Flick on the Field they use a generator. This could be food for thought for a repeat event, although the volume of the movie would have to be even louder to be heard over a generator.
- Grocery Programs (including Amazon)
 - the goal is to get every teacher signed up.
 - Carleen—the grocery store programs allow you to link up to 5 schools.
- Art Print
 - only 2 teachers still need help with art print. Joleen has this information and is working on it.
 - Kindergarten art volunteers—Mrs. Franco is going work with her team independently.
- Fun Fair Volunteers—
 - an email was sent out to the staff to volunteer for dunk tank (so far Mike, Jennifer, and Meg have signed up)
 - Book Exchange idea- kids could bring 5 books and take 5 books?

V. Co-President's Report: Sarah Kelsey and Carleen Kupcis (please see report)

- Flick on the Field—\$1,500 was budgeted BUT we will only end up spending a little less than \$500.
 - It was a wonderful turnout.
 - Perhaps we should form a committee in the Spring to get a head start on the event since it occurs shortly after the school year begins.
 - Christina—for future events it would be a good idea to get the word out that the movie isn't actually starting at 6:30pm, especially for younger families.
- Auction
 - We need new Mixer and Raffle ideas. We still would like to do the Mixers, but it would be nice to have some fresh ideas.
 - Looking into getting some live music for the event.

- Bluebirds Care
 - Does anyone have any service ideas for classroom parties? Perhaps we could do a school wide project for Valentine's Day? There is a little bit of money in the budget that can be used for shipping.
 - Melissa—we could adopt a family per grade (for the holidays)? The list comes out in November, an entire grade could do a large family?
The students can be actively engaged if we bring in wrapping paper let the kids wrap the gifts themselves.
 - Mike—some teachers want to the kids to have a direct experience. Years ago Mr. Williams took students to a nursing home in order to teach cup stacking. It is important to remind the children to take care of each other and their community.
- Annual Fund
 - The letter has been drafted and the website has been created.
 - It will be launching October 1.
 - In order to get more participation the donor card will have \$25 and \$50 options.
 - Should we continue the car magnets or another small a gift for donations?
Christina—why magnets/ cost money?
Peggy—first and second grade are the highest participation. Should we approach fifth grade class differently?
Cheryl- formerly there was a fifth grade gift. Maybe we could encourage the notion that “cash is the best gift”.
- Bingo
 - NEED A CHAIR!
 - Is there anyone from the committee last year that could possibly step up and chair this year? Amanda will ask volunteers that have already signed up to see if anyone is willing.
- Gift Cards
 - conversation after KNO, in the future chairs of each event/committee can decide what type of gift card they would like to purchase (for clean up help). Typically \$50 cards.

VI. Co-VP's Report: Stacey Carden and Beth McCarthy (please see report)

- Kid's Night Out
 - Participation was lower than normal, 90 children attended.
 - Having a paper only registration may have played a role in the low turnout?
 - Last year the lowest attendance we had was 95 children. We will continue to monitor the attendance for future KNO events.

- Birthday Book Club
 - It is time to get things rolling, will contact Colleen Bassett to confirm.

- Yearbook
 - Kerry Annos has volunteered to be the committee head (she has a kindergartener in Ms. Shamey's class).

VII. Treasurer's Report: Melissa Hoover (please see report)

- Budget
 - These are approximate totals but they are very close to being accurate.

 - A column was added for the PD fund to show the available funds.
 - Some concern about the PD fund moving from a 3 year to a 2 year cycle because it is not a line item on the budget.
 - Sarah—It is on the budget but technically the PTO is not obligated to fund it if there is not enough money raised.

VIII. Volunteer Coordinator's Report: Amanda Beresford (please see report)

- Directory
 - Woody Oakey should have all of the information for the directory. However, we are still in need of the list of all of the room parents.
 - Carleen—will look into filling up the gaps.
 - Cheryl will send an email with all of the classroom parents.
 - Cheryl suggested that in future years we wait another week to complete the directory because there are so many forms that need to be completed at the beginning of the year (especially before Back to School Night).

IX. Communication Coordinators' Report: Christina Keller and Peggy Williams (please see report)

- The top link is ***Pick Up 101*** (which is helping with the efficiency and safety of the new pick up).

- The goal of posting new and different links on the site hopefully will make people more inclined to open more links.
- We are also featuring items on Twitter to reach more people.

- Everything on the site is updated except for the Birthday Book Club.

- We are still waiting to hear about using wrist bands instead of tickets for the Fall Fun Fair.
 - Does this make more sense? What is the average family spending on tickets?

- Ecommerce-
 - EZone and KNO registration can not function a the same time.
 - Can we upgrade so that more than one Ecommerce site can be going at once?

- Bring in Box Tops before they expire.

Meeting concluded at 7:33pm.

ATTACHED:

*Please review written reports prior to the meeting. Copies of the agenda will be provided but please bring a laptop or copies of the additional materials for your reference.