

Board Meeting Minutes

Monday, November 14, 2022 5:45pm
Center

Location: Shepardson Media

Call to Order and Welcome

Meeting called to order: Britt Mactavish, 5:52 PM

In attendance: Britt MacTavish, Wayne Thornes, Travis Hitt, Nicole Booker, Kelli Wallace, David Worford, Marissa Williams, April Price, Heidi Habbinga

Approval of October 2022 Minutes - October Board Meeting minutes were presented, Kelli Wallace motioned to approve the October Board Meeting minutes, April Price seconded the motion, the motion was put to a vote, the motion was approved

Officer's Reports

President's Report - Britt Mactavish

- ★ Nothing reported at the Board Meeting. See General Meeting report

Principal's Report - Wayne Thornes

★ **Read A Thon day celebrations**

- Wayne Thornes visited most of the class parties. They were all very fun! Wayne Thornes notes from parties include:
 - Stick to the 30 minute timeframe for the parties. Some went too long.
 - Should we put a limit on the amount of parents allowed in room parties?
- It would be preferable to have the parade outside again in the future
 - Outside takes longer – options for the route depending on the weather

★ **STEM week**

- Went really well! Lots of exciting activities!
- A lot of organizations from the community supported
- Staff feedback – presenters were very good
- Shout out (standing ovation!) to Becky and John B. for their organization of the event!

★ **Thanksgiving Food Drive**

- Collection goal was met with 2507 items!
- Students took food over to the drop off

★ **3rd grade PBL**

- Wrapped up this week with presentations in the classroom and school garden

The Shepardson PTO mission is to promote the welfare of the students in the home, school, and community and to help build a close relationship between the student, parents and school staff/faculty.

- ★ **Turkey Drive on November 17th** - Tour de Turkey
- ★ **Enrichment** wrapped up on November 14, 2022
- ★ **Star Assemblies**
 - Assemblies have begun again monthly
 - Recognizing students for demonstrating character traits
 - Assembly times have been varying between the end of the day vs morning assembly
- ★ **Gifted program**
 - Program at Shepardson has increased to 45 students
- ★ **School Garden**
 - Will be adding a shed to the garden

Old Business

- ★ **Financial Audit** - Kelli Wallace & Marisa Williams
 - Chandra Elkins is doing the 3rd audit
- ★ **Taxes update** - Kelli Wallace
 - They will be completed after the November 15th deadline – per the accountants
- ★ **Read-a-thon** - Heidi Habbinga
 - \$19,225 total fundraised - beating the \$15,000 school goal
 - There was one bounced check from a closed account. PTO board agreed to waive the \$30 overdraft charge to the check
 - Heidi Habbinga has requested a co-chair for next year to start the hand-off transition for the 24/25 school year.
- ★ **Coffee Cart and Budget** – moved to the General Meeting
- ★ **Spirit Wear** – April Price
 - Gojos is under new management
 - Spiritwear should be available the week of Thanksgiving break

New Business

- ★ **General Fund Request**
 - New stapler requested for the work room
 - link to product information on Amazon [here](#)
 - Cost is approximately \$37
 - Wayne Thornes will use the school funds to purchase
- ★ **Potential new fundraiser: Color Drop Coffee**,
 - 5% return on sales <http://colordropcoffee.com/>
 - They can create a Shepardson branded coffee
- ★ **Trivia Night** – moved to the General Meeting
- ★ **Carolling Night**, December 15th – moved to the General Meeting

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Meeting Adjourned at 6:35 pm

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