

Meeting Minutes

Shepardson PTO

Date: May 5, 2015

Location: STEM Lab

Meeting Called to Order By: Vanessa Wilhelm, President Time: 6 p.m.

In attendance: Chelsea Hill, Mary Jackson, Pam Rice, Sara Abernathy, Vanessa Wilhelm, Sarah Putman, Heather Casteñada, Alisha Duncan, Martha Rehm, Jennifer Chadwick, Julie Wenzel, Leslie Perry, Aisha Thomas, John Passitano, Kristin Beasley

The motion was made and seconded to approve the April 2015 meeting minutes as presented. Motion carried.

Officers' Reports

President: Vanessa Wilhelm thanked everyone for volunteering for the PTO this school year. She noted that the VIPS Coordinator position is open as well as the Sock Hop Chair. Aisha Thomas suggested asking school staff for suggestions of parents who might be interested in filling open PTO positions.

It was noted that Adam Perry has been appointed as the PTO STEM Liaison to work with the STEM coordinator.

The 2015-2016 PTO event calendar has been set and will be distributed soon. The next PTO meeting will be held August 31st at 7 pm and the Board meeting will be held prior to the general meeting at 6 pm.

Treasurer: Chelsea Hill Financial statements were distributed and discussed. It was noted that the taxes for 2014 need to be refiled. PTO used H & R Block to prepare the tax return and due to H & R's oversight, there is a possibility that the PTO might incur a small fine for an incorrect filing. Chelsea and Vanessa are working with the IRS and H & R Block to resolve the issue.

Consent Agenda - *Updates from committee chairpersons who were unable to attend.*

Teacher Appreciation BBQ - Lola Jacobsen It was noted that all of the sign up genius slots were filled for volunteers to bring food for the BBQ. Teacher gift ideas were discussed along with purchasing gift cards for the teachers to be given out at the BBQ.

Committee Reports

Family Nights - Mary Jackson stated Chipotle night raised \$555.62 for Shepardson. The estimated total amount raised by Family Nights for the school year was \$2796.

School Accountability Committee (SAC) - Leslie Perry reported that the recent SAC meeting had focused on budgeting, staff changes and school enrollment numbers. The STEM Learning Center and maker space continues to move forward.

Old Business

School Kits - Aisha Thomas The classroom supply lists for each grade have been completed. A flyer and email will be sent to parents soon and orders can be accepted until June 1. It was noted that this is not a fundraising event for PTO and the supply kits are sold independently by the supply kit company.

New Business

2015-2016 Budget - The budget for the next school year was presented and reviewed. It was stated that \$2200 has been allocated towards the STEM Learning Center and each teacher will receive \$200 for their classroom wish fund in lieu of \$5000 being allocated towards a general teacher request fund. It was stated that teachers can roll over any unused classroom funds to the next year.

Discussion ensued regarding increasing the teacher wish fund, special requests throughout the year and funding classroom technology such as ipads. The motion was made and seconded to approve the budget as presented and to consider amending it in the Fall in the categories of the STEM Lab, Sock Hop, and classroom wish fund. Motion carried unanimously.

Aisha Thomas volunteered to write an article for the newsletter as well as send an email to parents regarding the many things the PTO fundraisers support such as field trips, playground equipment, testing support, teacher coffee fund, ECO Week, Mileage Club, OM, Winter Social, Ice Cream Social, Book Fair, Classroom wish fund, STEM Lab, Teacher Appreciation BBQ, Classified Brunch, New Parent Social, and the 5th Grade Bash and Graduation as well as the Kindergarten Celebration.

Elections - Elections were held for the Board positions. Candidates are: Vanessa Wilhelm - President, Sarah Putman and Heather Castañeda - Co-Vice Presidents, Chelsea Hill - Treasurer, Kristin Beasley - Secretary, Mary Laffey - Member at Large, Dixie Gormley - Member at Large, Leslie Perry - Member at Large/SAC. The motion was made and seconded to elect the slate as presented. Motion carried.

Caren Everitt's Retirement - Martha Rehm encouraged families and neighbors to attend Ms. Everitt's retirement party on May 14 from 4 - 5 pm. A motion was made and seconded to approve \$50 for a gift for Ms. Everitt to thank her for her years of service to the children and families at Shepardson. Motion carried.

Announcements

The next meeting will be August 31, 2015 at 7 pm at Shepardson.

Meeting Adjourned At: 7:05 pm **Minutes Compiled By:** Kristin Beasley