

# Meeting Minutes

## Shepardson PTO

**Date:** September 8, 2014

**Location:** School Library

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

**In attendance:** Jen Chadwick, Chelsea Hill, Sara Abernathy, Mark Engberg, Dixie Gormley, Maira McGonigal, John Passantino, Libby D'Aquila, Mary Jackson, Todd Jones, Joy Miller, Kristin Beasley, Alisha Duncan, Mary Laffey, Vanessa Wilhelm, Heather Castañeda, Julie Wenzel, Leslie Perry, Becky Woodcox, Andrea Kaplan, Aisha Thomas and Sarah Putman.

**Minutes:** Minutes of the May 2014 meeting were distributed. The motion was made and seconded to approve the minutes as written. Motion carried.

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### Officers' Reports

**Principal:** Ms. Chadwick stated that Shepardson is off to a great start for the school year. She noted that the heat days were a little hectic but overall went smoothly.

**Treasurer:** Todd Jones reviewed the Treasurer's Report as well as the PTO proposed budget for the 2014 - 2015 school year. After discussion, a motion was made and seconded to approve the budget. Motion carried unanimously. Per the bylaws, the PTO bank accounts must be audited each year by a PTO member who is not a signer on the accounts. Heather Castañeda offered to serve on the committee to audit the 2013 accounts. Additional volunteers are needed to serve on the committee to audit the years 2013 and 2014.

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

T-Shirt Sales - The T-shirt committee received 70 - 80 orders. They kept the price of the shirts as close to cost as possible. Volunteers will be needed to sort and distribute the shirts once they arrive.

### Committee Reports

VIPS - Alisha Duncan: Alisha reported Shepardson has 38 new parent volunteers. Many thanks to all of our wonderful parent volunteers!

Read A Thon Fundraiser - Dixie Gormley and Casey Yahn: The Read A Thon is one of only two fundraisers for the school year and is Shepardson's largest fundraiser. Students are encouraged to ask family members, friends and neighbors to make pledges for time the students spend reading. The event will be held Oct 31 and will feature guest readers for each classroom, prizes for the students who raise the most pledges as well as a parade for the students. Students are encouraged to dress up for the day as their favorite literary character. All students will receive a goody bag. The committee is seeking donations and volunteers for the event.

ABC Fundraising - Chelsea Hill: The fundraiser had a bit of a bumpy start this year due to the heat days. Many students were unable to attend the kickoff assembly because of the shortened school day. Chelsea noted her committee is still tallying sales and will have final numbers to report next month. The motion was made and seconded to approve funds for a pizza party for the classroom with the most sales. Motion carried.

School Directory - Joy Miller and Sarah Putman: After the online submission deadline has passed, the directory will be formatted and sent to Sharon Aberegg for proofreading. Each family who completed an online submission will receive a free directory. Adding a list of STEM Buddies to the directory was suggested.

New Parent Social Recap - Andrea Kaplan: The social went very well. Andrea noted that if the heat days are continued next year, the social will be after the heat days are completed to help facilitate attendance. Changing the time of new parent social to after school was discussed. It was stated that an after school new parent social might inhibit the ability of parents to socialize with each other and change the focus of the social to a student centered event. It was noted that the ice cream social is an opportunity for both parents and students to socialize with other families.

Family Nights - Mary Jackson: Mary noted that Garlic Knot will be having Family Nights the last Thursday of each month with 20% of proceeds going to Shepardson. Chipotle, Culvers and Chick Fil A will be scheduled for this year. Texas Roadhouse, Pablo's Pizza and Fuzzy's Tacos were also suggested for possible Family Nights.

Box Tops - Cherie Clark: The Box Tops Drive has started and will end in October. The class with the most box tops will win a pizza party.

Ice Cream Social Recap - Leslie Perry: The ice cream social was a great success. Ice cream sandwiches were served which eliminated the long lines and mess of the ice cream sundaes. Fruitfull bars were offered as a dairy-free and gluten-free option. Scheduling the ice cream social and the open house as two separate events was also well received.

Room Parent Coordinator - Leslie Perry and Vanessa Wilhelm: The committee is still needing room parent volunteers and a volunteer orientation will be on Sept 24. It was noted that the classroom parties need to be kept to 30 minutes to not take away from instruction time. Ms. Chadwick stated the state has new standards this year and classroom instruction time is crucial to meeting those standards.

### **Old Business:**

Monument Sign - The new monument sign has been well received. The concrete sidewalk will be expanded soon but the district's vendor is experiencing a shortage of concrete. It was noted the time capsule that was under the old sign has been saved and is unopened. It will be placed again at the monument sign at a later date.

### **New Business** - None

### **Announcements**

The next meeting will be October 6, 2014 at 6 pm in the Shepardson Library.

**Meeting Adjourned At:** 7:20 pm **Minutes Compiled By:** Kristin Beasley, Secretary