



Meeting Minutes
September 8, 2014

Meeting was called to order at 7:01pm in the East Media Center.

Members present included: MJ Blaisdell, Donalyn Pogue, Julie Flickinger, Heather Meador, Diana Howard, Dewey Hupke, Helen Lukes, Gine DeBoer, Allison Anderson, Kathy Meyer, Kim Hansen, Kelly Dolan Lange, Janet Kuper, Sarah Lewin, Betty Giddings, Keith Donnelly, Julie Davison, Nikki Sidles, Gina Homan, and Amanda Johnson.

Welcome

Nikki Sidles Co-Chair greeted members for the first meeting of the 2014-2015 school year. All attending members introduced themselves.

A proposed PTO Meeting Protocol document was presented by the PTO board members. Members were given time to read and review the proposed protocols before discussion time was opened. After some discussion, Janet Kuper made a motion to approve the proposed PTO Meeting Protocol that would become effective immediately. MJ Blaisdell seconded the motion, which then carried by a unanimous vote.

PTO meetings will be held on the second Monday of every month, September thru December. In December it will be voted on whether to move the meetings back to Wednesdays or to keep them on Mondays.

Treasurer's Report (Julie Davison)

PTO Funds:

Beginning Balance 05/31/2014	\$ 27,208.73
Total Income	\$ 667.66
Total Expenses	\$ 8,817.17
Ending Balance 09/08/2014	\$ 19,059.22

East Funds:

Beginning Balance 05/31/2014	\$ 7,517.83
Income	\$ 500.23
Expenses	\$ 1,548.62
Ending Balance 09/08/2014	\$ 6,469.44

Total Checkbook Balance 09/08/2014 \$ 25,528.66

After detailed discussion, Kim Hansen made a motion to accept the Treasurer's Report as submitted. Gina DeBoer seconded the motion, which then carried by a unanimous vote.

Secretary Report (Amanda Johnson)

New PTO memberships are continuing to be submitted. There was an issue with Infosnap and the online registration reporting system. Members that signed up for PTO using online registration, but did not pay at the same time are not being represented on the membership reports available through Infosnap. Secretary Amanda Johnson will look further into this and see if an accurate list of members can be obtained from the Administration Office.

PTO sign up forms are available at both schools, online, and can be picked up from any PTO board member if interested in signing up.

There is a “Quick Link” for Parent Teacher Organization (PTO) on the Independence Community Schools website. Monthly meeting minutes are posted on the PTO webpage.

Old Business

The PTO assisted the 5th and 6th grade classes with hosting a can drive in the month of August and a second can drive in the month of September. After some discussion, it was decided to accept Nickelback Redemption Center’s proposal to have the can drive be an ongoing event where people wishing to donate can drop off cans at any time. The redemption center would pay PTO the profits on a monthly basis.

The fund requests for the Kindergarten kitchens and the books for Mrs. Imsland were approved via a Survey Monkey in June.

The 5th and 6th grade classes hosted a Pizza Ranch Fundraiser night. After some discussion, it was decided that PTO needs to be made aware of the details on these nights to better keep the parents informed of how themselves and their child can help.

A PTO table was set up at orientation at both East and West Elementary. This was a success with quite a few new members signing up.

New Business

Two fundraising companies presented their fundraising package to the PTO. These companies were Club’s Choice and The Chip Shoppe. Each company offered the same profit percentages, bmx bike show option, and similar products. At the end of the meeting prior to the paper ballot vote, PTO members discussed the various aspects of each option. Club’s Choice was chosen as the fundraising company to use for the Fall Fundraiser by a unanimous paper ballot.

The current wording on fund requests require that all fund requests over \$500 be tabled for one month. The PTO board proposed that this be amended to read, “Fund request may be tabled for one month for further research” with no dollar amount limitations. After some discussion, Donalyn Pogue made a motion to accept the amendment as proposed. Janet Kuper seconded the motion, which was then passed by a unanimous vote.

Tshirts were proposed to be purchased by the PTO to be kept on hand for events sponsored by the PTO. The shirts will also be made available for current members of the PTO to purchase. The tshirts will make it easier for the PTO members that are helping with the events to be identified. The proposed template was passed around among members and it was suggested to add "Mustang Pride" to the back of the shirts. Julie Flickinger made a motion to allow the PTO board to continue with the organization of the ordering of the tshirts. Kim Hansen seconded the motion, which then carried by a unanimous vote.

Heather Meador provided an update on the playground project. The school has committed to donating \$200,000 to the project. The land has been surveyed by Rob Scott. There will be new asphalt added to the basketball courts and new basketball hoops will also be added. Phase I of the playground project is nearing the end of the planning stage. The playground will be handicap accessible once it is complete.

The PTO was approached about running the concession stands for JR high volleyball games. There are nine dates available and the PTO would make 40% profit from all sales. Basketball dates would also be available. A member requested this be decided via a paper ballot. The participation of PTO in running the JR high volleyball games was approved by a majority vote via paper ballot.

Harvest Night is scheduled for October 14th from 5:30pm – 7:00pm. Silver Cord volunteers will be asked to help with this event. The sales representatives from Club's Choice will be at this event to make food from their catalog and get parents and kids excited about the fall fundraiser. A committee was formed to organize this event.

Movie nights are scheduled for November 14th and February 27th. A committee was formed to begin planning this event.

The PTO was approached about the possibility of providing VIP parking at the Homecoming Football Game. After some discussion it was decided that this is too short of a timeframe to properly plan to make this a success, however, the members were interested in doing something similar with VIP seating during the basketball/wrestling season. This will be revisited at a later meeting.

Junior Kindergarten is currently not part of the PTO's bylaws however it is considered part of the elementary school system by the state. The PTO members decided to amend the bylaws and include Junior Kindergarten. This teacher will also be included in the teacher gift given at the beginning of the school year.

Fund Requests:

Allison Anderson presented a fund request for the purchase of the following items: XACTO School Pro electronic pencil sharpener, five art books, a one year subscription to SchoolArts Magazine, and visual art vocabulary wall words. She also requested to fund the purchase of 108 tennis balls to place on the metal chairs that sit on the cement floors. The total cost of these items are \$221.25. There was discussion of the fund request and it was suggested that Mr. Morkel (tennis coach) be contacted to see if he had any tennis balls he could donate instead of discarding. The fund request was approved unanimously via a paper ballot vote.

Keith Donnelly presented a fund request for the purchase of various commonly used PE items including: batting tee, flags for tag games, dodgeballs, jersey vests, tater sacks, ball inflation needles, and rainbow egg spoons. Keith indicated he had looked at various vendors and feels that the pricing he is presenting is the cheapest available through Gopher Sport. The total fund request amount is \$1,539.60. The fund request was approved unanimously via a paper ballot vote.

Meeting adjourned at 9:25 PM.

Submitted by Amanda Johnson/PTO Secretary

PTO Board/Officers:

Gina Homan Co-Chair

Nikki Sidels Co-Chair

Julie Davison Treasurer

Amanda Johnson Secretary