

**DRAFT PTO Meeting Minutes August 13, 2013 DRAFT**

Meeting was called to order at 5:35pm by Kendi O' Neill.

**YOLA Site** – sigsbeecharterschoolpto.yolasite.com. Parents can access all PTO information here.

**Outgoing Board Members** – Kendi O'Neill (President); Tiffany Pellicier (Vice President); Jessica Lariz (Secretary). There is now a call for officers! Open to those currently holding positions and to all parents. The election will be held in September at the next PTO Mtg. If there is someone with an interest in running for one of the vacancies, please send Kendi an email by Friday, 8/30. Kendi will prepare a ballot for the Sept. meeting.

**Old Business** – The funds that were approved at the end of the 2012-2013 year were not used. These included:

- Funds request of \$500 for a "Thank You" ad to be run in the Citizen thanking sponsors for the Sailfish Shuffle and the Island Affair
- Funds request of \$285 for "Smensils" for the School Store

**Financial Report 2012-2013** – PTO gave \$13,240.52 to the school last year. We are also holding \$8,777 from the proceeds of the Silent Auction. We need to fill the difference to donate \$10,000 to Cultural Arts programs at SCS. This leaves PTO a little bit short, but funds will be raised again this year to cover.

**Plans for PTO Events 2013-2014/Open Committees** –

September 2013 - Spirit Store @ Back to School Events; Box Tops/Labels Contest

October 2013 - SCS Fall Festival/Trunk or Treat; Box Tops for Education Redemption

November 2013 - Canned Food Drive

December 2013 - Holiday Market

January 2014 - SCS Yard Sale/Trunk Show

February 2014 - Box Tops for Education Redemption before March 1st

March 2014 - Student Art Contest

April 2014 - An Island Affair Silent Auction

May 2014 - Sailfish Shuffle 5K Walk/Run & Fun Run; Teacher Appreciation Week

Open Committees:

Snack Shack - **\*\*OPEN\*\***

Fall Festival/Trunk or Treat (Oct) - **\*\*OPEN\*\*\***

Thanksgiving Canned Food Drive (Nov) - **\*\*OPEN\*\***

SCS Yard Sale / Trunk Show (Jan) - **\*\*OPEN\*\***

SCS Student Art Contest (March) - **\*\*OPEN\*\***

Teacher Appreciation Week (May) - **\*\*OPEN\*\***

**PTO Auditing** – PTO's bank account falls under the SCS bank account so it is imperative that we meet auditing requirements. PTO Minutes are to be completed by 1 week after the meeting; checks can then be written.

Funds need to be requested a month in advance (i.e. Funds needed in December should be requested at November's PTO meeting); any emails to and from the Executive Board regarding funds approvals/requests

must be forwarded to Pat Dowling for accounting purposes. The Fund Request and Check Request forms will be put up on the yola site.

**Sailfish PRIDE** – Heidi Davila provided insight into the new program. PRIDE (Personal Responsibility in Daily Excellence) is a program that will have a monthly focus throughout the year. There are activities that will be provided to the teachers that follow the monthly focus. These activities are intended to be fun and easy to use! Teachers will have the opportunity to nominate students who exhibit these PRIDE behaviors. Every month, those nominated go up on the bulletin board outside of the Cafeteria and then they will be mailed home to the parents to notify them of the students commitment to excel and behave appropriately!

**Staff Appreciation** – This committee will be changed slightly this year. PTO spent over \$2,000 last year and until we have more funds we are limiting that to \$900 or \$100 per month. Monthly snacks/treats/lunch/breakfast in the Teacher's Lounge with the occasional pot luck. Have separated Teacher's Appreciation Week as a different committee and budget.

**New Volunteer Hour System** – (Tabled)

**Principal's Report** – Eli welcomed all of the new faces to the PTO meeting! Eli discussed the importance of reading the weekly Scoop that is sent home every Friday. There are lots of new students this year, as this is the first year that SCS will house VPK – 8<sup>th</sup> grades (aprox. 520 students). There are 65 Staff members this year which means that every class will have 2 adults in it. This summer there were numerous improvement projects going on – including new modulars for the Middle School, improvements to the bridge behind school, remodeling to the back wing, fences constructed, holes dug, etc. Teachers have been back at school for almost 2 weeks now and are well prepared for students on 8/19/13! There is still plenty to do this week prior to students on Monday – just stop by the office to volunteer. VPK and Middle School Round Ups will be occurring on 8/14/13. Meet the Teacher on 8/16/13. There were a number of backpacks assembled with school supplies to help out those families that are in need; please see Mrs. Jannes if you need school supplies or know a family that does. This information will be kept confidential. Sigsbee was rated an “A” school again last year. There will be a “Forced Faculty Fun” day on Friday, so Meet the Teacher will end promptly at 9:30am. There is also a \$250,000 grant that is being worked on by several teachers that is due on 8/15/13...Those teachers/staff may be pulling “all-nighters” to get it completed.

**Treasurers Report** – Pat Dowling reported that the PTO account has a balance of \$12,880.86.

**Funds Requests** –

- \$30 – three \$10 gift Certificates for Smoothie Shuttle to be used for the Box Tops Contest winners.
  - ✓ Motion to approve = Jamie Cates
  - ✓ Seconded = Ruby Manchester
- \$200 for water delivery service to the Teachers' Lounge.
  - ✓ Motion to approve = Heidi Davila
  - ✓ Seconded = Tami Lynch-McGrail
- \$100 for Septembers “Treat” for Staff Appreciation
  - ✓ Motion to approve = Heidi Davila
  - ✓ Seconded = Pam Hancock

Meeting was adjourned at 6:30 pm by Kendi O' Neill.