

**EEPTO Board Meeting
January 10, 2013**

In Attendance:

Stephanie Beard, Amy Cain, Laura Clark, Barbara Kim, Zelda Minors, Chris Overend, Aimee Petty, Lesley Ryan, Dinah Street, Julia Webber, Jennifer Wolff

Call-to-Order -- Dinah Street

Welcome back to Julia Webber who had spent the fall in Vermont but will finish out this school year as Co-President Elect with Aimee Petty.

Approval of Minutes -- Chris Overend

The minutes from the Board Meeting on November 1 were approved. Chris will post them to the website.

IEC -- Aimee Petty

The following requests were submitted to IEC and approved:

- STEM Cart supplies to promote creativity costing \$1127 with a possible additional \$300 to complete the carts.
- New bench for the lower car rider area. It will match the one currently there and costs \$679 plus an installation fee which is still being discussed.
- Soundproof divider panel to be used during testing times in the Mustang Room. One costing \$619 was ordered but does not meet our needs so it will need to be sent back and other options will need to be researched.
- Nurse Sansom requested items such as books, crutches, other medical supplies and a new desk chair. These items totaled \$1369
- Kindergarten books for Ms. Worley's class costing \$525

Treasurer's Report – Laura Clark

PTO pays for printer maintenance and had budgeted \$9,000. We have already spent \$7,200 so it is likely we will go over budget in this area.

Now that the PTO can accept credit cards for certain purchases, we need to insure that any credit card info we take is secure. So in order to be PCI Compliant, we need to subscribe to an outside company that verifies the security of data. Laura renewed the subscription so that we will continue to be PCI Compliant through December of 2013.

Our 990 tax form for 2011 will be filed on January 15.

Tax letters from the Underwriting Campaign and the auction items from carnival need to be sent out. Laura, Barbara, Chris and Stephanie will be working on this enormous project.

The district will select a date in March and will close out their budgets at that time in order to begin the budgeting process for the next school year. In order to sync up with the district, the EE PTO will also use that date. Laura and Barbara are requesting all old receipts be turned in by that date for reimbursement and that any known expenses for April/May be submitted as well so that they can account for those dollars.

The question was raised as to how many field trips a class or grade can expect to be funded by the PTO. Historically there has not been a set number or dollar amount per class or grade. Instead field trips have been approved based on what made sense for a particular grade level or what options related to what the kids were studying. Lesley will take the to-do of discussing this at the next Campus Leadership Team meeting to gain a better understanding of what teacher expectations are regarding how field trips are approved and funded.

VP Reports:

Communications – Alice Meadows

No updates.

Fundraising – Meg Propes

Bingo is scheduled for Jan 25 and does not need extra assistance. Spirit Wear will be sold that night.

Student Enrichment – Stephanie Beard

Science Day is Feb 22 and needs volunteers. Each classroom needs a volunteer to help move the class through all of the exhibits. Plus volunteers are needed to run refreshment areas for the presenters. Can we recruit volunteers through the grade coordinators/ classroom Moms?

Spanish class to be piloted for second graders. Twenty kids would be chosen through a lottery system to meet for lunch twice a week and learn Spanish. The classes would be taught by two EE Moms who have had experience with the program at Cedar Creek. Similar to the math pentathlon, it was agreed that the parents of the participating 20 students would be required to cover the costs.

Teacher Support – Amy Cain

No updates.

Teacher Representative – Jennifer Wolff

No updates.

Upcoming Events –

January 15 -- Austin Pizza Spirit Night

January 17 -- PTO General Meeting at 12:30 in the library

January 21 -- School Holiday MLK Day

January 24 -- Froyoyo Spirit Night

January 25 -- BINGO

January 31 -- Late Start - School Begins at 9:35

Adjournment -- Dinah Street

Dinah stated that it is time to call for nominations for the 2013-2014 PTO Executive Board. She asked all board members to review their role description and job duties for accuracy so that nominees could have a better understanding of the positions.

Dinah would like to consider have the remaining PTO General Meetings all begin at 8:00am instead of alternating one month at 8am and one month at 12:30pm. Feedback had indicated that the 8:00am meeting time works better for working parents and fathers.

Dinah adjourned the meeting.