

EEPTO Board Meeting

Date: January 21, 2014

Time: 10:30 a.m. to 12:30 p.m.

Location: Conference Room

In Attendance:

Clarissa McWilliams, Julia Webber, Alice Meadows, Emmanuelle Jean, Stephanie Dwyer, Barbara Kim, Rene Schmidt, Dinah Street and Julie Hill

Not Present: Jennifer Wolff, Karen Murphy and Ann Bernard

Call-to-Order - Julia Webber

- Minutes from the EEPTO Board meeting held on December 10, 2013 were approved and will be posted to the website.

Treasurer Report - Barbara Kim

- Account Balances (as of 1.9.2014):
 - Commercial Account Balance - \$234,247.61
 - Money Market Account Balance - \$30,122.05
- The Underwriting campaign concluded on 12.31.13. A total of 181 families donated approximately \$125,000.
- Yearbook sales ended on 1.10.14 with 452 yearbooks sold for a total of \$13,560.
- Recent expenses include approximately \$3,700 for 2013 sales tax and EEPTO checks purchased for \$189.47.
- Barbara reminded members to submit Requests for Reimbursement within 30 days of purchase.

IEC - Rene Schmidt

A meeting of the IEC was held on 1.10.14. The following requests were reviewed.

- Claudia Carpenter requested Square Counting Tiles and jars for Kindergarten to assist with learning to count and develop math skills. The IEC voted to approve this request for \$257.40.
- Michelle Corbett and Kelly VanMeter requested 20 Hoki Stools to use as needed across campus. The request totaled \$2,099 and the IEC voted to table this request until February for additional research.
- Lance Matus requested a chicken coop, perimeter fence, hardware and feeding for chickens to reside on campus. This request would bring an opportunity for learning across the entire campus. The request totaled \$2,880. The IEC voted to table this request for additional information and research.
- Jennifer Wolff requested books for 1st grade to use to during the Iditarod unit. The IEC voted to approve this request for \$201.05.
- Elizabeth Holtstein requested books for 2nd grade to use to during the Iditarod unit. The IEC voted to approve this request for \$613.78.
- Laura Wright requested books for 3rd grade to use to during the Iditarod unit. The IEC voted to approve this request for \$313.03.
- Natalie Brewer requested books for 4th grade to use to during the Iditarod unit. The IEC voted to approve this request for \$1,130.40.
- Laura Wright requested 2 Teacher Resource Books for use during the Iditarod unit. The IEC voted to approve this request for \$122.35.

- Erin McElroy requested a Skutt Kiln for use in the art room. The IEC voted to approve this request for \$3,416.75.*
- Laura Wright requested art and school supplies for use in 3rd grade classrooms. The IEC voted to approve this request for \$427.09.
- Laura Wright requested chart paper for use in the 3rd grade classrooms. The IEC voted to approve this request for \$136.99.
- Laura Wright requested books, toys and braille items for use in 3rd grade classrooms. The IEC voted to approve this request for \$178.83.
- Jennifer Wolff requested an Interactive Videoconference with Columbus Zoo. The IEC voted to deny this request.
- Debbie Smith requested a Sony HDR High Def Camcorder. The IEC voted to table this request at this time.
- Aimee Smith requested Razz Kids License for 6 3rd grade classes. The IEC voted to table this request for additional research.

The total amount requested at January's IEC meeting was \$13,000.51

The total amount approved at January's IEC was \$6,796.82.

*Barbara made a motion to approve the purchase of the art room kiln for \$3,416.75, Alice seconded and the motion passed unanimously. The kiln price is greater than \$2,500 and will be presented for approval at the next EEPTO General Meeting.

It was suggested that purchases requiring EEPTO member approval be posted to the EEPTO website prior to the General Meeting.

President - Julia Webber

- Outreach to new EE families - Alice will contact the office to inquire about new families at EE. A welcome event may be planned.
- Campus staff updates - Drew Watson and Jennie George will return in February and March, respectively, after time off with their new babies.
- REXSTRONG - there was discussion regarding a campus-wide activity, e.g. cards each week, to continue support of the Ryan family.
- Upcoming events include a call for EEPTO Board nominations for the 2014-2015 school year, budget review meetings and an EEPTO social gathering.

VP Reports

Fundraising - Clarissa McWilliams

- Clarissa will set up a meeting, by the end of February, with chairs for Underwriting, Carnival, socials, PNO and silent auction to discuss ways to improve the events.
- Underwriting - a thank you will be sent to the Underwriting committee and Alice will include a note of appreciation in the the newsletter to the families who participated in the campaign.
- Spirit Wear - Clarissa will contact Robin Lakoski to discuss the spirit wear budget.

Student Enrichment - Emmanuelle Jean

- Science Day - Cari Henry and Lance Matus have a comprehensive Science Day planned for January 23.
- Evening at Eanes - event planning has started and Emmanuelle will hold a meeting in the near future to discuss logistics and volunteer opportunities.
- Movie Night - the event is tentatively scheduled for 2.28.14. There will be an upcoming meeting to discuss the movie and marketing of the event.

Teacher Support - Stephanie Dwyer

- Desserts for December - the event was a success and teachers were pleased with the amount and selection of desserts
- Talent Show and Graduation - planning and volunteer recruitment has commenced for these events.

Communications - Alice Meadows

- Yearbook - sales concluded on January 10. A total of 452 books were sold. Chris Overend encouraged EEPTO boards members to think of pictures and events for the EEPTO yearbook page.
- Online Directory - 360 families are included in the directory and 197 families have registered for the online directory. Technical tips for using the directory are included on the website.

Adjournment

Julia adjourned the meeting at 11:55 p.m.. The next EEPTO Board meeting is scheduled for February 11, 2014 from 10:30 a.m to 12:30 p.m. in the EE Conference Room.