

EEPTO Board Meeting

Date: December 10, 2013

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, Jennifer Wolff, Dinah Street, Karen Murphy, Ann Bernard, and Julie Hill

Call-to-Order - Julia Webber

- Minutes from the EEPTO Board meeting held on November 12, 2013 were approved and will be posted to the website.

Treasurer Report - Barbara Kim

- Account Balances (as of 12.8.2013):
 - Commercial Account Balance - \$247,515.15
 - Money Market Account Balance - \$30,116.77
- Gross register sales from the book fair (11.8.13 - 11.15.13) were approximately \$27,000. BookPeople made a donation of approximately \$5,000 to EE (20% of pre-tax sales).
- Recent expenses include approximately \$7,000 for the yearbook deposit.
- Barbara reminded members to submit Requests for Reimbursement within 30 days of purchase.
- Barbara needs to know the market value of each item donated to the PNO live auction for tax letters. Clarissa will provide her with a list of donators.
- An anti-bullying program for 4th graders, Courage to Stand, requires additional funds due to an increase in classes. The cost is \$2,400 for six classes, which is \$650 over the original budget (\$1,750 for five classes). Emmanuelle made a motion to increase the budget, Rene seconded and the budget increase passed unanimously.

IEC - Rene Schmidt

A meeting of the Instructional Enrichment Committee (IEC) was held on Tuesday, December 3rd. The following items were presented:

- Claudia Carpenter, Kindergarten, requested square counting tiles and jars for Kindergarten. These will assist in counting projects in the classroom. The request was tabled due to additional research to define the correct amount needed for Kindergarten.
- Meagan Didlake, FIT, requested small group instructional materials for RTI. These included a multi-digit computation dry erase board set, 12"x9" write again dry erase board, desktop pocket chart tent, everyday pocket chart, deluxe chart stand and ez store extended side panels privacy shields jr. The request was approved at \$537.88 minus remaining pod monies.
- Michelle Corbett, counselor, requested 25 15" and 15 18" Hoki stools for the campus. This request was for \$4,148 and was tabled for additional research into the quantities requested.
- Jeanette Michaels, PE, requested golf clubs, balls and a launcher pad for PE. This will fill the remaining amount needed for PE. The request was approved for \$414.00
- Caitlin Maher, Art, requested 60 Isokinetics Inc Brand Exercise Discs for the art rooms. These will be used for students to sit/kneel on the floor or for use in their seats. The requested for \$780.00 was approved.

- Jennifer Wolff, Elizabeth Holstein, Laura Wright, Natalie Brewer, Debbie Smith and Jodie Villemaire requested a staff development trip to the Iditarod. The request was to supplement the costs of travel and registration at \$2,400. The staff will attend a 4 day conference and stay for the start of the race. The staff will create lesson plans campus wide to bring learning from the Iditarod to Eanes Elementary. The request was approved.

The total amount of requests reviewed in December was \$8,455.87.

The total amount of requests approved in December was \$4,131.88.

There was discussion regarding the need to increase the IEC budget from \$25,000 to \$45,000. Alice made a motion to increase the budget, Karen seconded, and the vote was passed unanimously.

President - Julia Webber

- Positive Discipline - Laura Ferguson will be at the EEPTO General meeting in January to discuss her program Positive Discipline. The program will occur on Mondays from 11:30 a.m. to 1:00 p.m. starting February 2, 2014 through April 14, 2014. The cost will be \$35 per person/\$60 per couple.
- Master Plan - on January 27, 2014, Dr. Wellman will present the completed Facilities Master Plan and discuss how it will translate into a future bond program and the potential effect on tax rates. The meeting will occur at 11:00 a.m. in the EE library.
- EEPTO appreciation for custodial and cafeteria staff - each staff member will receive a \$50 gift card before the winter break.

VP Reports

Fundraising - Clarissa McWilliams

- Clarissa will set up a meeting in January with chairs for Carnival, socials, PNO and silent auction to discuss ways to improve the events.
- Underwriting - the campaign closes in December. A meeting will be held in January to discuss thank you letters to donators.

Student Enrichment - Karen Murphy and Emmanuelle Jean

- Science Day - there will be a page on the EEPTO website to advertise for parent volunteers. Karen will meet with Cari Henry and Lance Matus on December 17 to discuss schedules, logistics, and needs for Science Day. She will ensure Barbara is informed regarding any financial needs.
- Outdoor Enrichment - Cara Lowrimore will be drafting an IEC request to enhance outdoor enrichment activities.
- Student Assemblies - contracts have been signed for speakers Kyle Dine and David Lee.
- Texas History Storyteller - Karen will contact the 4th grade teachers to obtain interest in having a storyteller provide a presentation on Texas History.
- Junior Achievement - Emmanuelle reported that all 2nd grade classes have completed this program and she will collect feedback from the teachers.
- Popcorn Machine - the popcorn machine will be sold. A picture of the machine will be included in an upcoming newsletter.
- Upcoming events in the spring include Movie Night, Book Fair, and Evening at Eanes.
- Bingo Night - there was discussion as to whether to have Bingo Night this spring. All agreed to forgo Bingo Night, in lieu of Movie Night, this school year.

Teacher Support - Stephanie Dwyer

Desserts for December - Stephanie will create a volunteer spot for parents to sign up and bring desserts for teachers and staff on December 19.

Communications - Alice Meadows

- Online Directory - Alice has received positive feedback from parents using the directory.
- Yearbook - The deadline for yearbook orders is January 10.

Teacher Representative - Jennifer Wolff

The Ryan Family - the #REXSTRONG program is ongoing and helps the family cover medical expenses. Volunteers may also bring meals and help with home maintenance by signing up on the care calendar.

Court Surface Update - Rene Schmidt

The lower level playground court surface will be installed, weather permitting, this weekend.

Adjournment

Julia adjourned the meeting at 12:55 p.m.. The next EEPTO Board meeting is scheduled for January 14, 2014 from 10:30 a.m to 12:30 p.m. in the EE Conference Room.