

EEPTO Board Meeting

Date: September 24, 2013

Time: 10:00 a.m. to 11:30 a.m.

Location: EE Art Room

In Attendance:

Clarissa McWilliams, Julia Webber, Alice Meadows, Emmanuelle Jean, Karen Murphy, Stephanie Dwyer, Ann Bernard, Barbara Kim, Rene Schmidt, and Julie Hill

Call-to-Order - Rene Schmidt

- Welcome to the new EEPTO Secretary
- Minutes from the previous EEPTO Board meeting are forthcoming and will be posted to the website upon review and approval.

Treasurer's Report - Barbara Kim

- Account Balances (as of 7 a.m. on 9.24.2013):
 - Commercial Account Balance - \$161,527.61
 - Money Market Account Balance - \$30,101.77
- Underwriting Campaign has brought in \$92,296.00 to date in commitments with 115 families participating. Future donors should be encouraged to write checks to avoid credit card fee charges and ensure EEPTO receives the full contribution.
- PTO participation - Ann reported that 76 teachers and 276 families have joined the EEPTO to date. There was discussion on ways to boost PTO membership in the future, e.g. flyers, a table at Back to School night, etc.
- PNO - Barbara reported that \$2,000 still needs to be collected from parents who committed to pay for art cases during the Paddles Up segment of the Parents' Night Out (PNO) event last spring. Barbara will send email reminders to these parents requesting payment by October 1, 2013. She suggested that, in the future, it would be beneficial to obtain payment information before parents leave PNO.

IEC - Rene Schmidt

- Proposed Paige Skonieczny as the IEC committee member replacement. After discussion, Ann made a motion to approve the nomination, Stephanie seconded the motion and the motion passed unanimously.
- Discussed an IEC request from last school year regarding Live Guides, which is a structured website for librarians. The trial service began in February 2013 and the service sent an invoice in September 2013. The invoice included the trial period of \$322.00 (initial IEC amount requested) and a yearly cost of \$615.00, which is greater than 10% of the initial request and needs EEPTO or IEC approval. Clarification of the IEC guidelines, on how to handle overage requests from a previous school year, is needed. Rene will research the IEC guidelines to determine comprehensive wording.

President - Julie Webber

- Executive Board Meeting (EBM) recap from 9.17.2013 - time management was discussed and more participation was encouraged.
- EEPTO General Meeting - scheduled meeting location, dates and times will conflict with library classes and may need to be changed. The following solutions were discussed: using the Eanes History Center as an alternative space allowing dates and times to remain the same, asking Evelyn McAlister to change library times for a few classes so the meeting location, dates and times remain the same, change meetings to a different day of the week and the time remains the same (11:00 a.m. to 12:30 p.m.), or

change both the day of the week and time of future meetings. Julia and Rene will look into all possibilities and report back.

- Mustang Mania - chairs of the event brought forth a request from the P.E. teachers to obtain a GaGa pit for Mustang Mania. The request was not brought before IEC due to time constraints. There was discussion regarding the permanency of the structure and future location. The possibility of renting a pit for Mustang Mania was suggested. Julia will advise the P.E. teachers to go through the normal IEC process.
- Copier protocol - reminder to limit color copies and be mindful of copying needs.

President-Elect - Rene Schmidt

Rene attended a DLT meeting with other local PTO president-elects and discussed the following:

- Science Day - sharing information with other schools
- Speaker Mike Brooks - inquire about having him to speak to parents regarding technology addiction. Barton Creek Elementary hosted last year and had a positive response from parents
- Food Allergy Awareness - occurs in April
- Upcoming Superintendent discussions will be:
 - November - State of the District address at Hill Country Middle School for Bridge Point, Eanes, and Cedar Creek families
 - Second semester - discussion regarding the Eanes Elementary Master Plan
- Kathleen Sullivan, Principal at Hill Country Middle School, will organize a panel of 6th-8th graders to speak with 5th grade EE parents
- Little Helping Hands - an organization that encourages kids to be volunteers. May have an event during November.

Carl Hooker may speak to EEPTO and provide new information regarding iPad and technology use. Michelle Corbett is planning a discussion for new EE parents.

VP Reports

Fundraising - Clarissa McWilliams

- Underwriting Campaign - suggested one last prompt to parents to participate in the Underwriting Campaign and be recognized in print. Discussion regarding ways to promote included: information going home in Thursday folders, including an add-on line on receipts at Carnival, visual reminder at drop off/pick up, and word of mouth.
- Carnival - EE families with businesses will be approached to sponsor carnival booths. Clarissa will find out if booths can be sponsored by businesses owned by non-EE families.

Teacher Support - Stephanie Dwyer

A more streamlined method of coordinating volunteers, rather than using room parents and grade coordinators, would be beneficial. The establishment of a PTO email listserv was suggested. Stephanie will work with Alice to create guidelines on establishing the communications and when best to use the listserv function.

Student Enrichment - Karen Murphy and Emmanuelle Jean

Briefly discussed anticipated expenses regarding the upcoming Eanes movie night in the fall and allergy awareness speaker Kyle Dine in the spring

Adjournment

Julia adjourned the meeting at 11:45 a.m. The next EEPTO Board meeting is scheduled for October 8, 2013