

EEPTO Board Meeting 4/11/16

Location: Conference room

Attendees: Stephanie Dwyer, Meredith Bagan, Lesley Ryan, Katie Pierce, Kathleen Shapiro, Rene Schmidt, Alice Meadows, Marly Page, Liane Stonecipher

Meeting minutes for March 8, 2016 were reviewed. Meredith Bagan motioned to approve, Stephanie Dwyer seconded. Unanimously approved. The meeting minutes will be posted to the PTO website.

Treasurer's report: Liane Stonecipher

As of April 11, 2016:

- Operating account: \$226,711.97
- Money market account: \$76,636.16
- remaining to spent in budget: \$147,990.53 (IEC, copier maintenance, parted etc)
- IEC: approved \$100,000

Movie Night :

- Movie Night Concession sales: \$568.00
- Spirit wear: \$80

President Elect: Meredith Bagan

IEC:

- Items to be voted on by the Board

1. To fulfill the proposed IEC approvals we need to approve an \$11,000 budget increase for the IEC. Stephanie Dwyer motioned to approve, Rene Schmidt seconded. Unanimously approved. The IEC budget will be increased by \$11,000

2. Supplementary leveled library update: Kelly van Meter updating the installed leveled library for K-2, allows for more diversity, more quantity and titles \$3,000. Rene Schmidt motioned to approve, Alice Meadows seconded. Unanimously approved

3. Leveled library for 3 -5: this is brand new \$9000. Via scholastic. Kelly van Meter. Alice Meadows motioned to approve, Rene Schmidt seconded. Unanimously approved

4. Headphones 1st - 4th grade for each child. Charlotte requested. We already did 5th grade. \$5269.50. Alice Meadows motioned to approve, Karla Basham seconded. Unanimously approved

5. PLC Leadership Retreat: Lesley Ryan \$2500 - retreat for follow-up, refresher over the summer with the leadership team that went to the conference in Phoenix. : Alice Meadows motioned to approve, Rene Schmidt seconded. Unanimously approved

- \$19,769.50 has been approved by the PTO Board today
- Total IEC approved: \$36,253.76 for April

PTO Board Slate for 2016 - 2017:

President: Meredith Bagan

President Elect: Marly Page

Treasurer Elect: Aparna Katragadda
VP Teacher Support: Kathleen Shapiro
VP Fund-raising: Rene Schmidt
VP Communications; Marnie Fitzgerald
VP Student Enrichment: Clarissa McWilliams and Erin Cook
Secretary: Meredith Stanford
Board vote on the slate: Alice Meadows motioned to approve, Karla Basham seconded.
Unanimously approved.

VP teacher support - Kathleen Shapiro

- Teacher appreciation week:
 - 2 lunches, 2 breakfasts and a cupcake bar.
 - Email to go out this week requesting parents to bring treats, coffee something small for the teacher.
- Request to take the budget for this to \$2000. Alice Meadows motioned to approve, Stephanie Dwyer seconded. Unanimously approved

- Staff birthday breakfast went great this morning

VP Student Enrichment: Karla Basham

- Evening at Eanes coming up:
 - almost all of the art work has been mounted.
 - Save the date going out this week.
 - Volunteer spot is ready to be sent out Friday.
 - Food vendors: Hat Creek, Austin Juice, Libby's Fun Food
 - Working with music teachers on plans for rain, how concerts will be organized

VP Fundraising: Stephanie Dwyer

- Spring book Fair 5/2-5/6: they will set up book fair volunteers

VP Communications: Alice Meadows

- Yearbooks personalized pages due April 13, 2016

President's Update: Stephanie Dwyer

- May 10th board meeting at Las Polomas 11 - 2pm
- Proposed budget 2016 review:
 - INCOME:
 - Large changes: no silent auction, PNO more of a community event than fund raiser
 - Carnival Budget: removed teacher's treasurers and silent auction. Left in wrist bands with an early bird discount and ticket sales.
 - Evening at Eanes: smaller live auction (3-4 items and parking space). Tickets \$50 per person.
 - House party early in the year for new families to meet people. September 23rd need a larger committee to get this planned.
 - Increase Evening Event Budget back to \$18,000

Book fair : accounting shows just our gross profit this year. Some expenses for family night

Corporate Partners; reduced a bit due to Randall's changing their community bucks.

Science Day and Stem Day; budgeted monies for sponsors

EXPENSES:

Underwriting: printing costs from ASK letter, next year possibly do an electronics ASK letter, or put the letter in kids folders and not have the expense of mailing it, POST IT's

Book Fair: a little expense for family night

Rename Movie Night line item to Family Night (options for Bingo or something else)

Corporate partners: budget for copying

Paddles Up: removed from the budget

Cultural Assemblies: left the same, encourage them to spend this

History center is being taken over by the District

Field trips: lowered to \$18,000

Grade Coordinators K-4th: lowered to \$150/classroom

Mustang Mania: lowered to \$1500

New families/ Kinder round up: dropped to \$200

Science Day: encourage a bigger draw

Science fair: increased to \$700

Subscriptions: combined into one line item

Workbooks: reduced to \$3000 because they aren't doing the STARR workbooks

Live Oak Scholarships: we do not budget for this item

Grade level funds: \$200/teacher + \$500 per grade

Support Services Class Funds: reduced to \$4500: \$250 per teacher PPCD< Special Ed, RTI, ESL. All support staff

Music, PE and GT: \$500 each

Office, Nurse: \$500 each

Counselor: 3 counselors \$250 each

School Dismissal manager: district may pick this up

Teacher Professional Development: eliminated the Principal's fund and put that money in this budget

Faculty Appreciation Week: increased to \$2000

Staff Appreciation Gifts: increased to \$1200, \$50 gift card for each custodian and put PTO membership gift in this line item

Bank service charges: Lowered to \$50

EEPTO Membership: this was the gifts for teachers joining PTO, moved to Staff Appreciation Gifts line item

Texas Sales Tax Expense: lowered because of the lack of silent auction

Total expense: \$244,650

Underwriting budget: \$130,050

- Board vote on the proposed budget: Alice Meadows motioned to accept the budget, Meredith Bagan seconded, Unanimously approved.

Meeting adjourned at 1:34 pm