

# PTO Board Meeting Minutes

September 14, 2023

Board Meeting #2

## INTRODUCTIONS & CALL TO ORDER:

- Meeting officially called to order, with motion made by Martha Carter at 8:30am.
- Motion seconded by Rachel Hammons.

## OLD BUSINESS:

- Motion made by Theresa Pickett to approve Minutes from previous meeting.
- Motion seconded by Lesli Breeden.

## BUDGET UPDATE (Theresa Pickett):

- She will have last month's reconciled Budget report, showing income & expenses, posted on the PTO website soon for transparency.
- Made a TON of money thru AGC! Researching how to get Gaga Ball pit, etc. for playground as well as remaining teacher needs.
- Thank you for timely reimbursements, and text her if she didn't pay you yet.
- Please cash reimbursement checks in a timely manner!
- Almost all teachers' wish lists have been fulfilled and all Math teachers! They are grateful and got great items for their classrooms!
- **Danielle Ringold:** Since laptops are staying at school, teachers need storage! We don't get Title 1 funds like most SCS schools, so PTO funded 1 locked cabinet w/ 1-3 power cords, bins and cord ties for each teacher, for storage and charging. Total cost = \$7000 for 42 teachers!

## ANNUAL GIVING CAMPAIGN (Gretchen Campbell):

- Need more help w/ incentive distribution next 2 Fridays, party prep also on Friday 9/22 & help needed for party Friday 9/29. See SignUp Genius to volunteer. There will be stations for activities & need help esp w/ the younger children. Inflatable slide. Tim & Gina will DJ for dance party. Paint rocks for new garden. And dunk tank will happen!
- There IS a schedule for the day so it won't interfere with planned classwork. (SignUp Genius has general times showing event schedule.)
- Not sure yet about rain plan or if it will postpone the event.

**READ-A-THON UPDATE (Amy Stack):**

- Theme is “Reading Rocks!”
- Will use ‘99Pledges’ online platform w/ website set up for each class. Students will set up individual tracking pages. Encourage kids to log MINUTES! They will earn coupons to places, such as Chick-Fil-A. Fundraising is just the cherry on top.
- Goes for 3 weeks from Oct. 30 thru Friday before TG week, Nov. 17.
- Aim to hit \$12,000 goal!

**YEARBOOK UPDATE (Martha Carter, as proxy for Jamie Klazmer, Yearbook chair):**

- Will use same vendor from last year despite researching another. We have a good relationship and it went well.
- Need help gathering pics from parents from each event: Send pics to [yearbook@richlandPTO.org](mailto:yearbook@richlandPTO.org) email at the moment; eventually (soon) we will be able to send images thru app. Please note event and kids’ grade on each pic (& names not needed).

**BOOK FAIR UPDATE (Ginny McCarley):**

- Theme is “Harvesting Readers” for fall!
- SignUP Genius w/ QR code on back of agenda; please sign up to volunteer.
- Ms. Ferkin will try to have incentives for the volunteers, such as choosing a free book.
- Sales will be thru E-wallet and credit card ONLY. No cash!

**AUCTION UPDATE (Martha Carter, as proxy):**

- Think about any places NOW who can donate to auction (takes place in Feb). Send suggestions to Martha.

**BY-LAWS UPDATE (Danielle Ringold):**

- By-laws say we have to put 25% of last year’s income toward teachers and intervention.
- Last year, we rolled over \$75K which is too much! We need to spend \$ asap to benefit the students of the parents who have given the money.
- We must decide how much is the correct percentage to allow rolling over each year.
- She needs a volunteer to help write 1-2 sentences to put in the by-laws to address this.

### **UPCOMING EVENTS (Martha Carter):**

- Agenda lists several upcoming events, including events in need of volunteers: See agenda for QR codes to help w/ AGC incentives, MemPops cart (9/22) and Book Fair (10/2-10/6).
- AGC Incentive Fridays have been SO fun! Just 2 more Fridays to go!
- Trunk-or-Treat: Kelly Quinn said they will start requesting candy donations starting next week. They hope to have a cake walk thru donations as well. She will send out SignUp Genius for volunteers. Event is Sat, Oct 21, 3-5pm.

### **BUILDING UPDATE (Martha Carter):**

- She and Danielle attended a meeting last Friday w/ Board, Beckwith & her “coach/advocate” to get on same page:
  - They expressed 1.5yr old (at least) concerns: flooding, missing water fountains, etc.
  - Long-term list is 1 year long but includes all new drainage system on front of bldg; ABES Engineering is firm who will design new drainage plan, which will take 4 months. Surveyors seen this morning out front! Windows along the bottom were installed incorrectly several years ago & will be fixed.
  - Short-term plan to clean drains monthly & they did last Monday! Also send in washing truck to blow out drains regularly. Mr. Mayes will check drains in between. They will build up larger sandbag “wall” that Beckwith approved. Checking roof drains this week. Chief of Communications (Stout) replacing all the lost teacher items due to flood & will also have supplies on hand for quick future replacements.
  - Only 2 water fountains in bldg, & they are working on speeding up replacements: will start this Fall and hope to be done by Summer 2024.
  - District WILL provide as many water bottles that we need in the meantime but will NOT reimburse us for water-filling stations that PTO provided.
  - Teachers sometime request gallons donated and that’s fine, but district will pay for bottles to be delivered, so let’s utilize that route when possible.
  - Richland’s mold inspection was completed last Friday & we are awaiting results.
- PTO members requested an update on the revised Building Security/Safety Plan recently done by Admin. Hopefully, someone will speak to this at the next General TPO mtg.

### **ADJOURNMENT:**

- Motion made by Martha Carter to adjourn the meeting.
- Motion seconded by Rachel Hammons.

### **END OF MINUTES**

Minutes taken by Chloe Weeks, PTO Secretary.