

Kenrose Elementary School  
Executive PTO Board Meeting

November 6, 2015

Members Present: Allison Hayes, Dr. Marilyn Webb, Mrs. Tressa Tuck, Kristyn Roseborough, Kristen Richardson, Colleen Blanchette, Jacqueline Cartailier, Meredith Oxborough, and Julie Hunsinger

Members Absent: Tricia Murray, Carla Green, Lanesia Strange, and Jen Lapinsky

- I. The November 6, 2015 Executive Board meeting was held in the conference room at Kenrose Elementary. Allison Hayes, President, brought the meeting order at 11:21 a.m.
- II. The minutes from the October 2, 2015 Executive PTO Board meeting were presented to the Board by Julie Hunsinger. Kristyn Roseborough made a motion to approve the minutes presented. Kristen Richardson seconded the motion. The vote was favorable.
- III. President's Report – Allison Hayes
  - A. Update on District 4 BOE Representative: Anne McGraw had hoped to be with us at the EB meeting today to introduce herself and field questions, but she was unable to attend. We will try to coordinate with Mrs. McGraw to see if she can attend another meeting and/or a GPTO meeting as many parents would be interested in hearing what is going on in our district as well as with rezoning plans. Allison urged all the Board to listen to parents' concerns and contact Anne directly at [anne.mcgraw@wcs.edu](mailto:anne.mcgraw@wcs.edu) with any questions.
  - B. Substitutes and part-time employees can now serve on the Executive PTO Boards in our county as voted on by the WCBOE.
  - C. The December EB meeting will be held at The Egg and I on December 11<sup>th</sup> at 11:30 a.m. Everyone should bring a "favorite thing" wrapped for the gift exchange. We will hold our regular business meeting at this time as the location has a private dining room.
- IV. Principal's Report – Dr. Webb
  - A. Growth Update: Since the rezoning will be postponed, KES has been approved for 7 portables. The plan is to hopefully place 5 between the 3<sup>rd</sup>-5<sup>th</sup> hallways and possibly 2 in front of the café near the bus circle. We will have wireless in the portables.

There have been no specific plans at this point regarding which grades will be moved to the portable classrooms.

- B. Science/Social Studies Testing: Dr. Webb shared with the group that she shared concerns with Dr. Looney regarding the excessive testing and suggested eliminating standardized testing on Science and Social Studies and continue with testing in Math and Reading.

V. Teacher Representative – Mrs. Tressa Tuck

- A. BTN purchases: Mrs. Tuck has asked teachers to take pictures of all the items that they purchase with their BTN funds and send out notifications to parents so that they can see where their contributions are going. It was suggested that Mrs. Tuck send out language to the teachers so that they can easily drop it in their newsletter in order to thank all their parents.
- B. Thank you's: Big thank you's for the Fall Luncheon, Veteran's Day assembly, luncheon for Mrs. Embry, and Spirit Friday awards.

VI. Treasurer's Report – Kristen Richardson/Kristyn Roseborough

- A. Treasurer's Report: Kristen Richardson provided the Board with the YTD treasurer's report and a current month report for October 2015. The \$999.96 overage in Spiritwear is simply due to timing of purchases versus collections. All BTN and Admin Funds have been disbursed. Due to rounding of school supplies purchases to the nearest whole dollar, \$632.26 has been sent back to the school from our school supplies vendor. This amount has not been reflected in the October financials.
- B. BTN/FFN update: There is \$23,500 in overages from BTN and FFN. In addition to several other technology needs in the school, it was noted that kindergarten classrooms are in need of 2 ipads per classroom for a total of 16 ipads. Since 8 can be pulled from other carts, 8 will need to be purchased. Kristen Richardson made a motion to spend the funds raised over our budgeted fundraising goal from FFN/BTN in the amount of \$23,500 on technology needs for the school. The motion was seconded by Jacqueline Cartailier. The vote was favorable. This motion will go to vote by the general PTO at the December GPTO meeting.
- C. Undesignated Funds: Undesignated funds total \$18,769.74. It was suggested that some of these funds should be used for potential new teacher classrooms for the 2016/2017 school year.
- D. Destination Imagination (DI): Meredith Oxborough discussed with the Board that the DI line item in the budget is to fund the team if they go to Globals. Since this is not a guarantee, she made a motion to reappropriate the DI funds from paying for Globals to funding the entrance fees for each team and increase the current budget

of \$500 by \$250 in order to cover all 9 teams (6, 3<sup>rd</sup>-5<sup>th</sup> grade teams @ \$95/team and 3, 1<sup>st</sup>-2<sup>nd</sup> grade teams @ \$60/team for a total of \$750). Kristen Roseborough seconded the motion. The vote was favorable.

- E. Tax Forms: The 990 form has been completed and will be filed. The audit is also complete once the auditor reviews the 990.

VII. Membership – Lanesia Strange

- A. Book Fair: Book Fair will open on November 10<sup>th</sup>, and Family Night will be Thursday, November 12<sup>th</sup> from 3:30 p.m.-7:00 p.m.

VIII. Projects and Public Relations – Jacqueline Cartailier

- A. Soccer Nets: Jacqueline noted that the soccer nets will need to be replaced in the spring. They will be \$150 each and we need 4. There is sufficient money in the budget to cover this cost.

IX. Parliamentarian – Kristen Richardson for Jen Lapinsky

- A. Bylaw Review: Bylaw changes that were suggested at the Bylaw Committee meeting were presented to the Board prior to the EB meeting and comments from the Board were discussed. Kristen will make the necessary changes and resend the document to the Board for a vote via email. Amended bylaws will be presented to the GPTO for review and approval at the December GPTO meeting, which is tentatively set for December 9<sup>th</sup> at 8:45 a.m.

**\*\*UPDATE\*\***: A Google Groups Discussion Forum was setup by Kristen Richardson and all Board members were encouraged to give their thoughts on each bylaw topic that had not yet been discussed and voted on. It was agreed that the Board would continue to finalize the bylaws and bring the final bylaw changes to a vote at the December 2015 EB meeting. If a majority vote approves the proposed bylaw changes, the changes will be brought to the General PTO for final approval in January 2016.

The meeting was adjourned at 2:01p.m. by Allison Hayes.

Respectfully Submitted,

Julie Hunsinger