

Kenrose Elementary School
Executive PTO Board Meeting

December 11, 2015

Members Present: Allison Hayes, Kristyn Roseborough, Colleen Blanchette, Jacqueline Cartailier, Meredith Oxborough, Jen Lapinsky, Tricia Murray, and Julie Hunsinger

Members Absent: Carla Green, Lanesia Strange, Kristen Richardson, Dr. Marilyn Webb, and Mrs. Tressa Tuck

- I. The December 11, 2015 Executive Board meeting was held at The Egg and I in Franklin, TN in conjunction with the Holiday Luncheon. Allison Hayes, President, brought the meeting order at 11:45 a.m.
- II. The minutes from the November 6, 2015 Executive PTO Board meeting were presented to the Board by Julie Hunsinger. Kristyn Roseborough made a motion to approve the minutes presented. Meredith Oxborough seconded the motion. The vote was favorable.
- III. President's Report – Allison Hayes
 - A. GPTO Meeting Update: The GPTO meeting was held on December 9th in the café at Kenrose Elementary. The proposed gift in the amount of \$23,500 was approved by the General PTO to be used on additional technology needs for the school. It was also approved by the EB to increase both the Father/Daughter and Mother/Son events by \$300 to cover the additional costs necessary to have the Mother/Son event at an outside location (Above All) and for additional expenses that will be incurred for the Father/Daughter dance due to the increase in enrollment numbers. Additionally, several individuals have voiced interest in serving on the EB for the 2016/2017 school year, including Emily Gentzler, Jason Grant, Rachel Duthie, and Rebekah Larson.
- IV. Treasurer's Report – Kristyn Roseborough
 - A. Treasurer's Report: Kristen Roseborough presented the November 2015 financials that were reviewed at the GPTO meeting two days prior. No additional questions were presented.

V. Public Relations – Meredith Oxborough

- A. Spirit Wear: A “store” will be set up in the hallway prior to the Winter Parties on December 18th from 8:30-10:30 for Christmas Sales. Orders have been low, so in order to meet the minimum order requirements, orders have resulted in some excess inventory. Jen Lapinsky suggested having Mrs. Tuck remind teachers that when we get new students, the teachers need to remind them to buy a t-shirt to help reduce the inventory on-hand. We will also add the stuffed animal shirts that were used at FFN to our inventory in the store for purchase.
- B. Website Master Update: A new webmaster has been identified and her name is Gayatri Manral. She has already started working on a new platform that will be content based, meaning if she is not available to make an update at any point, she could train others to do the updates without knowledge of coding. She is taking the remainder of the year to work on building a site to fit our needs and plans to go live by the beginning of next year. She will periodically send us updates that we can review for progress.

VI. Member at Large – Colleen Blanchette

- A. Mother/Son Event (chaired by Michelle Klemm): The event will be held on January 26th at Above All. A Save the Date will be added to the BEV. Clovercroft Elementary had their Mother/Son event at Above All and is willing to help the wording to add to the flyers to help parents signup for a set time frame to come jump. There may be a minimal fee of \$1 for snacks. It was also suggested to add to the flyer that a waiver can be filled out online prior to the event in order to reduce the lines.
- B. Father/Daughter Event (chaired by Allison Hayes): The event will be February 12th.

VII. Parliamentarian/Volunteer Coordinator – Jen Lapinsky

- A. Updates: Christmas gift wrapping for teachers has been a big success and lots of fun. Gifts for the Specials teachers are being planned with the help of Jelene Singh. The café still needs volunteers during the kindergarten lunch hour due to the large number of kindergarteners and the amount of time it takes to get through the line.

VIII. Fundraising – Tricia Murray/Carla Green

- A. BTN/FFN updates: The pizza gift cards for 100% participation in BTN have been distributed to the teachers as well as the \$25 Target giftcards. The monies from sponsors, Employer Matches, and installments are still being collected. FFN Thank You cards are in the works and Tricia is going to ask Mrs. Tuck to help with getting artwork made by the students for the front of the cards.

- B. Boxtops/Skate Night: We collected \$1,625.70 in Boxtops for our first submission of the year (October 31st). The next Skate Night will be January 12th and we will celebrate Dr. Webb's birthday.
- C. Spirit Weekends: The next Spirit Weekend will be after the first of the year.

IX. Projects – Jacqueline Cartailier

- A. Playground Improvements: Robyn Mastroleo will order the soccer nets as there are sufficient funds in the Projects budget for the new nets. Also, Jacqueline will contact the vendors again to get bids for paving under the tether ball poles.

The meeting was adjourned at 1:20p.m. by Allison Hayes.

Respectfully Submitted,

Julie Hunsinger