

Hunters Bend Elementary School

PTO Board Meeting Minutes

May 10, 2017

<i>President - Heather Adams</i>	<i>Present</i>
<i>President Elect - Stephanie Lee</i>	<i>Present</i>
<i>VP Fundraising - Mindy Morrison</i>	<i>Present</i>
<i>VP Marketing - Emily DeVree</i>	<i>Present</i>
<i>Secretary - Jen Moore</i>	<i>Present</i>
<i>Treasurer - Amber Wilson</i>	<i>Present</i>
<i>Volunteer Coordinator - Morgan Parker</i>	<i>Present</i>
<i>Room Parent Coordinator - Missy Bezuidenhout</i>	<i>Present</i>
<i>Member at Large - Ann Howell</i>	<i>Present</i>
<i>Member at Large - Jodi Ebert</i>	<i>Absent</i>
<i>Ex-Officio - Kristen Melichar</i>	<i>Present</i>
<i>Principal - Mr. Walker</i>	<i>Present</i>
<i>Specials/Special Ed. Teacher Rep. - Lee Boone</i>	<i>Absent</i>
<i>K-5 Teacher Rep - Marisa Clifton</i>	<i>Present</i>
<i>Samantha Ozan - Pres. Elect for 17/18</i>	<i>Present</i>
<i>Ann Guy - Mem. At Large for 17/18</i>	<i>Present</i>
<i>Karen Rowe -VP of Com. for 17/18</i>	<i>Present</i>
<i>Emily Kinzig - Treas. For 17/18</i>	<i>Present</i>

Heather called the meeting to order at 9:33 am

MINUTES

- Heather asked for a motion to approve the April minutes. Ann made motion to approve April's minutes. Kristen seconded motion. Minutes approved.

Introduction of new board members.

Ann Guy - Member At Large
Karen Rowe -VP of Communications
Emily Kinzig - Treasurer

TREASURER'S REPORT

- Amber gave the report for April. (Please see HBES PTO website).
- Heather asked for a motion to pass the April Treasurer's Report. Stephanie made motion. Morgan seconded motion. Motion passed.

PRINCIPAL'S REPORT—Mr. Walker

- We need to establish dates for Back to School, teacher luncheon, summer mtg, boohoo bfast.
- Back 2 school bash - We cannot post class lists because confidentiality laws are compromised when posted. Next year we are going to rely 100% on Family Access. Class lists will be posted on FA. We will release the date over the summer to let people know when it will be posted. Currently it is looking like late July early Aug.
- TCAP Testing is complete. Final reports will be here in Oct/Nov.
- Field Day - There is a 90%-100% chance of rain on Friday. Field Day is cancelled. Bounce houses will be here on Friday inside. Other activities will be planned for next week during special's classes. Ms. Rose is sending out communication to parents so they know about volunteer positions not needed.

- Spending proposals:

We need to replace smart boards in classrooms. Ours are old and out of date. Mr. Walker is proposing that when we replace a smart board with new Promethan boards, that we also replace a dry erase board to keep the classrooms up to date and not have any gaps between boards.

Cost:

5 smart boards with mounts: \$15,741.50

6 boards - \$18,857.25

dry erase - \$216.26/per board (Under \$2000 for 5-6 boards)

Our goal is to outfit 5-6 classes with Promethan boards every year. Thoughts are to outfit by grade level so that all technology is consistent per grade level. Next year as we do this, boards may be different.

Stephanie suggested spending technology money earlier in the year (next year) to get two grade levels updated for next year, by purchasing a couple more boards and another COW cart. Mr. Walker's first thought is to start with 5th grade because those parents have been donating over more years so they can see and benefit from that money. The hope is to get those in the classes by day 1 of next year.

Mindy made a motion for up to \$21,000 to purchase 6 Promethan boards and 6 dry erase boards. Jen seconded. Motion passed.

STAFF REPORTS

K - 5 Teacher Rep—Marisa Clifton

- *No report*

Specials/Special Ed. Teacher Rep. - Lee Boone

- *No Report*

OFFICER'S REPORTS

President—Heather Adams

- Read thank you notes.
- Retirement plaques: Ms. Holt from 3rd grade. Kristen is getting this. It will be presented to Ms. Holt on the 22nd.
- Future meeting dates - June is over e-vote and email. The July meeting date will be in the evening. Be on lookout for that date.
- Landscaping - We originally had \$5000 for landscaping. We spent almost all of this paying the landscaping company so we are revisiting this for the future. We had desired to have more money left over for additions and extra options needed. We need a contract in writing with Mr. Ward for specific services and cost. We are not needing a full service, but someone to help maintain the landscaping.
- Boosterthon update - total was over \$30,000. We will do this again next year in April. Tentative date - Friday, April 13.
- Dr. Looney is expecting next year's numbers to go up by 10,000 students in Williamson County. He is encouraging parents to be in tune with the county budget and proposals for schools.

President-Elect—Stephanie Lee

- Proposed next year's budget. (See HBES PTO Website) Amber made motion to approve next year's budget proposal. Kristen seconded. Budget passed.

VP Fundraising—Mindy Morrison

- Ms. Duke has concerns about the Original ArtWorks. She is asking if we can extend it for her to have a couple more weeks to complete the artwork. She also needs help preparing the artwork when it is to be sent. Can the committee chair find additional people to help with this? Kristen, who used to do this, says that WE choose when we sell it, therefore allowing Ms. Duke to choose the timeline of this project. The Original Artworks Chair now needs a committee to help Ms. Duke and get this completed. Purchasing is now going to an online option.
- INVEST is 4 months away. Suggestion for an incentive: At back to school bash if they pay INVEST we can give out HBES sunglasses. 310 students gave in all. 80 gave before kickoff. One concern is how will people who donate over myschoolanywhere get their glasses. We decided that glasses only are given at the Back to School Bash. They can still order online at the Bash. We will order 150 pairs.

VP Marketing and Communication—Emily DeVree

- *No report*

Secretary—Jen Moore

- *No report*

Volunteer Coordinator—Morgan Parker

- The Volunteer Breakfast is next Wednesday morning at 9:15am. There are approx. 35-40 people attending.

Room Parent Coordinator—Missy Bezuidenhout

- *No report*

Member at Large—Ann Howell

- *No report*

Member at Large—Jodi Ebert

- *No report*

Ex-Officio—Kristen Melichar

- *No report*

MEETING ADJOURNMENT

- Heather asked for a motion to adjourn the meeting. Stephanie made a motion. Missy seconded motion. Motion passed. Meeting adjourned at 11:02 am.