

# Banneker Elementary School PTO

## Meeting Minutes

May 15, 2019 9:30am

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**Attendees:** Tootie Warner, Megan Rafalski, Cy Acord, Marti Bigley, Meredith Gurdak, Susan Strong, Brenda Taylor, and Robert Carter

### **President's Report: Megan Rafalski**

End of Year Family Picnic 5/31 at 5:00PM

- Kelly will buy 200 pieces of fried chicken.
- Cy will count RSVPs.
- Astro Jump is providing the inflatable and will arrive at 3:30.

Field Day 6/3 (6/4 rain date)

- Megan created SUG and will send link to Susan to distribute to families.

Bear Chase Social had been cancelled.

Running Club

- Only Cy and Gregg Ryan have volunteered to watch the students in the morning.
- Cy will edit SUG to remove past dates and extend it.
- Susan will resend SUG to hopefully get more volunteers

Retirement Gifts

- Megan will purchase retirement gifts.

### **Secretary's Report: Susan Strong**

LVHS Scholarship was awarded to Jacob Windle.

- Susan will send letter of congratulations with instructions for claiming the scholarship today.

End of Year Survey will be distributed to Banneker families this week.

Susan announced the PTO appointments for 2019-2020 Committee Chairs. There are still many open positions and the new PTO Board will work to fill them in the fall along with any other roles that they determine are needed.

- Meredith suggested that the Financial Review be conducted throughout the year rather than year-end in order to make the review less laborious.
- Mr. Carter is excited to see that OM is returning to Banneker. He wants Banneker students to have the same opportunities as students in other schools.

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### 2019 – 2020 PTO COMMITTEE CHAIR APPOINTMENTS

Committee	Chairperson
Talent Show	Sherry Doyle
Turkey Trot	Drew Bishop and Kelly Nash
Spirit Wear	Ali Bradley
Staff & Family Liaison	Brenda Taylor
Spirit Nights/Indirect Fundraising	Katie Knox
Election Day Bake Sale	Katie Knox
Directory	Susan Strong
Original Works	Kristin Phelps
School Board Liaison	
International Night	
Auction	
After School Enrichment	Meredith Gurdak
SEAC Representative	
LEAP Delegate	
MSAAC Representative	
Odyssey of the Mind	Susan Strong
Family Fun Fair	
Financial Review Committee	
Direct Sales Fundraising	
Giving Tree Coordinator	

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Susan announced the 2019-2020 PTO Board nominees and motioned that a vote be conducted to elect the new board. The new 2019-2020 PTO Board was elected unanimously.

### 2019-2020 ELECTED PTO BOARD

Board Position	Name
President	Cy Acord
Vice President	Kelly Nash
Secretary	Meredith Gurdak
Treasurer	Melanie Blankenship

### Treasurer's Report: Cy Acord

#### May Budget Review

<b>STARTING BALANCE</b>	<b>\$16,255.51</b>
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#### DEPOSITS

Date	For	Amount
5/1	Art Sale (Square)	\$121.55
5/2	Art Sale (Cash & Check)	\$1,012.00
5/9	Amazon Smile	\$23.09
<b>Total Deposits</b>		<b>\$1,156.64</b>

#### WITHDRAWALS

Date	To	Amount	Check #
4/8	After School (Brad Moss)	\$660.00	3471
4/8	After School (Cara Hendershot)	\$660.00	3472
4/9	Molly Allen	\$265.81	3473
4/29	Amusement of Bouncers	\$200.00	3474
4/30	Cash Box (Art Show & Bake Sale)	\$190.00	
5/1	Lowe's Grant (Neville Bossi)	\$225.03	3475
5/1	Astro Jump of DC	\$455.00	3476
5/8	Amanda Hoelk (Teacher Appreciation)	\$150.00	3477

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5/9	Neville Bossi (Lowe's Grant)	\$359.66	3478
<b>Total Withdrawals</b>		<b>\$3,165.50</b>	

<b>ENDING BALANCE</b>	<b>\$14,246.65</b>
Lowe's Grant Balance	\$ 284.85
Family Fun Fair Balance	\$ 605.32
Scholarship	\$ 1,000.00
<b>AVAILABLE BALANCE</b>	<b>\$12,356.48</b>

- The Wildwood invoice does not need to be paid.
- Mrs. Bossi is requesting an egg turner that would be funded from the Lowe's Grant. The cost is approximately \$150.
- The successes of this school year allows the incoming PTO Board to begin the next school year with a reasonable balance.
- The discussion of reimbursing travel expenses during the April meeting resulted in the PTO receiving over \$1500 in conference travel reimbursement requests. In order to balance the travel reimbursement requests against the existing budget, the PTO will pay a total of \$700 in conference travel expenses which will be distributed among the requestors as described below. Receipts were provided for all requests and an additional \$50 donation was received to cover expenses for the Deeper Learning Conference.

### MAY 2019 FUNDS REQUESTS

Requestor	Grade	Amount	Approved	Notes
Robert Carter	All	\$ 450.00	Yes	Deeper Learning Conference Travel – Airfare. \$450
Sarah Brissing	K	\$ 100.00	Yes	Get Your Teach On Travel - Hotel \$100
Molly Allen	1st	\$ 100.00	Yes	Get Your Teach On Travel - Airfare \$100
Christa Lynch	3rd	\$ 100.00	Yes	Get Your Teach On Travel \$100
Artome	All	\$ 722.00	Yes	Art Show Frames
Marlena Beach	All	\$ 319.05	Yes	Rug for Art Room
Susan Strong	All	\$ 150.00	Yes	Reimbursement to Rachel Haws/Kelly Nash for TAW Spa Day and Coffee Cart.
Susan Strong	All	\$ 150.00	Yes	Teacher Appreciation Week masseuse

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				payment. (Donation received to cover expense.)
Susan Strong	All	\$ 209.10	Yes	Pastries for Parents
Susan Strong	All	\$ 350.00	Yes	End of the Year Picnic Chicken & Supplies
Susan Strong	All	\$	Yes	Retirement Gifts (Lou Anne Nichols & Jim Teeter). Amount intentionally left blank.
	All	\$ 50.00	Yes	Field Day Ribbons
	5th	\$ 300.00	Yes	End of year pool party and field trip.
<b>TOTAL</b>		<b>\$3175.15</b>		

### Principal's Report: Robert Carter

- SOLs for 3<sup>rd</sup>-5<sup>th</sup> grade begin next week.
- Mr. Carter will be distributing the May Newsletter the third week in May rather than the end of the Month.
- Teacher Appreciation Week was "appreciated."
- Mr. Carter is still working to determine which classes will be divided for 2019-2020 and he has asked teachers their grade level preferences.
- Mr. Carter would like to conduct the 2019-2020 PTO calendar review in June.
- 8/20 Open House/K Orientation/Meet Greet and Find Your Seat.
- 8/27 Back to School Night.