

South Arbor Charter Academy PTO

8200 Carpenter Rd.
Ypsilanti, MI 48197

PTO

Date: 11.11.2013

Meeting Minutes

Time: 6:30pm

Location: Music Room

I. Call To Order - The meeting was called to order at 6:35pm.

II. Roll Call - Board Member Attendance:

Frances Todoro-Hargreaves	President	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Tahra Harrell	Vice-President	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Nicole Ridenour	Secretary	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Cheri Elwell	Treasurer	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Klayscie Browning	Parent Rep.	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
David Middlin	Teacher Rep.	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Wendy Brademeyer	Teacher Rep.	<input type="radio"/> Present	<input checked="" type="radio"/> Absent

Member Attendance (13): Kim Bondy, Stuart Collis, Lisa Egmon, Brandie Ekpiken, Stacey Foley, Ela Hammond, Michael Harrell, Christina Hasselkus, Sue Huck, Tom Leone, Polly Michowski, Trisha Wells, Liz Wynn

III. Approval of October 10, 2013 meeting's minutes - There were no objections or questions. A motion was made to approve them by Michael Harrell, and it was seconded by Lisa Egmon.

IV. Events committee update by David Middlin

- a. Cabella's October success – This event required very little effort for us and raised \$120.
- b. Parents' Night Out November 22 – Bring your kids for a fun evening. Browse Scholastic Book Fair and SCRIP gift card sales and head out for dinner/shopping. Volunteers see David Middlin.
- c. Roller Skating December 12 – Same night as PTO meeting. Discuss option to move meeting to rink. Coordinated by Christine Gilbert.
- d. Zap Zone January 23 – Flyers went home for this. See Kim Kratzer if you'd like to volunteer.
- e. Food for the Soul February 28 – Klayscie Browning is coordinating this free event including food and entertainment.
- f. Auction March 7 (tentative) - Discussed moving to outside venue with David Middlin as auctioneer. See Jennifer Young if you'd like to help coordinate.

V. Budget modifications – Discussion about greater transparency of funds going out and coming in. Items were voted on as a group – 16 Yes, 1 No.

- a. Add popcorn expense line item
- b. Add events income line item
- c. Add SCRIP expense line item

A copy of the meeting minutes are available for public inspection at South Arbor Charter Academy, at www.southarborpto.com within 8 business days for proposed minutes and within 5 business days of approval for approved minutes.

The Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 42 USC § 12101 et seq or any successor law. Should you require specific accommodation(s) please contact Nicole Ridenour at 734.612.1721 prior to the meeting.

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- d. Change Library targeted line item to Scholastic/Accelerated Reader (full balance) & add separate Librarian expense line item (\$0 balance)
- VI. Treasurer's report
 - a. Our bank balance is \$8,054.
 - b. We have exceeded our budgeted income due to fundraisers, donations and events.
 - c. Focus on tracking monthly for future planning purposes.
 - d. Yearbook line item is for Mrs. Whiston. She thought it was part of South Arbor's school account.
 - e. Cookie Dough fundraiser is due tomorrow. You have the option to make a donation instead. We are a 501(c)3, so your donation is tax deductible.
- VII. Volunteers needed
 - a. Principal's Coffee – Mrs. Bondy sees between 3 and 30 parents for this. Looking for parent to coordinate baked goods for this event – see Frances Todoro-Hargreaves.
 - b. Hospitality Committee – Need a lead. Tahra Harrell will coordinate the teacher dinner for conferences in November – see her if you'd like to donate soda or desserts
- VIII. Open Floor: Officers, Team leaders, & Members
 - a. Boxtops/Labels for Education
 - i. Lisa Egmon reported that we earned \$1,000 toward our general fund with the November submission. Check should arrive within 6 weeks.
 - ii. Liz Wynn would like to help coordinate school-wide contest for Boxtops/Labels coupons that come on checkout receipts – great way to earn quickly.
 - iii. There was discussion that many people don't know how to clip labels appropriately – we should create a .pdf flyer that can be included in Christina Hasselkus' newsletter. Also flyer could be displayed at conferences and in parent room.
 - b. NHS National School of the Year – Mrs. Bondy reported that South Arbor is among the top 3 schools contending for this title (Hamtramack, MI & Buffalo, NY schools too). You may have seen the videographer at morning drop off last week. Results will be made available the evening of November 18.
 - c. Board member terms – there was discussion that to allow for only partial roll-over of the board each year, at election time in the spring, we will have half the board stay on and the other half come up for election. This will allow for smoother transition. Then going forward, each member will serve a 2 year term. We will need to revise the bylaws to do this. More discussion to follow at the December 12 meeting.

Minutes Certification: Proposed minutes respectfully submitted, *Nicole Ridenour, 11.14.2013*

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