

RSMS PTO BOARD MEETING MINUTES

February 11, 2019

Meeting called to order @12:35pm. Present at meeting were Ching Ching Yap, Kelly Kroskey, Natalie Kaiser, Raewyn Galloway, LeAnne Smith, Tina Haynes, Christine Hendrienet, Liaha Lopez and Mrs. Blair

Tina Hayes and Kelly Kroskey approved January meeting minutes.

Principal's Report: Digital Sign-Mrs. Blair reported that the sign is ordered and should be coming soon, however, she has no delivery date yet. **Assembly** on Feb 28th, the school will have an assembly with a story teller for the Black History Month. **Staff Allotment Meeting** - At staff allotment meeting for RSMS, the administration announce that a teacher will be added to RSMS. There will either be 5 teacher teams or 2 and 3 teacher teams. Since a new teacher is added, a new classroom is needed. The current plan is that the PTO closet will become a classroom and so PTO will have to be moved over summer. **PTO budget line item** - Ching Ching brought up the discussion about what to use the monies allotted for cultural arts. Suggestion was made to use the money for CFC programming. If the money has not been used for several year, the budget line item may need to be removed in the future.

President's Report: General Board Meetings-7-8pm on 2/26/2019, Since the date was moved it will now be combined with Watch DOGS event. Chad will do a Watch DOG pizza with Dad from 6-7 and then PTO general meeting will follow from 7-8pm. **Newsletter Information-**Ching Ching will include announcement for the PTO general meeting; Panther Pride Spring Dance date and 8th grade picnic and 8th grade dance info; dog pizza with Dad event. Open PTO positions, **By-Laws-**Need to revisit and work on completing changes this year. A committee has been formed and will work on a revision soon. **Watch DOGS program** – The group discussed how to handle WATCH DOGS program expenses. Because all agreed that the expense should be handled by the PTO, Chad needs to just send invoices to LeAnne (treasurer) to be reimbursed. For next year, the budget proposal needs to include Watch DOGS as an additional expense line item for about \$1,000 annually. **More about PTO bylaws revision** - Need to set up formal discussion and change standing committees in by-laws.

Treasurer's Report-Budget – LeAnne will add Watch DOG program as a line item on the next PTO budget proposal. Moving on, the board needs to decide if Cultural Arts budget line needs to be removed. The board then had further discussion about the 8th grade Picnic and Dance budget and expenses from 2018 events.

Hospitality-February (Valentine) treats were set up today in teacher lounge. March and April will be teacher treats and May will be a catered lunch for teachers and the hospitality team is still looking into who to use for catering that lunch.

Committee Reports: Popcorn/Ice Cream-Popcorn sale hit and exceeded the budgeted goal and made \$1400 to date. **Spirit Wear**-Design ideas for next year have been sent to perfect image to create images. Will hopefully have them for next PTO meeting to vote on. **Box Tops**-Box top collections this month are low. Raewyn decided to move the February collection date to 2-15-2019 to ensure that she will meet the last deadline (March 1) to send in box tops for the school year. **8th Grade Picnic**- Tina had her first meeting with the team. She needs lots of volunteers for the day of the event. The team is working on pricing food at this point. **8th Grade Dance**-Liah Lopez (a new parent) has taken over decorations for the 8th grade dance. Natalie will continue handling food, budget and logistics. A few more volunteers were recruited. Currently, the team is working on creating decorations. For the dance, Pizza has been set up with Partners.

Meeting adjourned @1:30pm. (Natalie Kaiser)