

RIVERCHASE ELEMENTARY SCHOOL

EXECUTIVE BOARD MEETING

July 9th, 2014 11 AM

ATTENDEES: Kelly Miles, Tiffany Englett, Cindy Stone, Alice Turney, Amy Mudano, Christen Causey, Heather Abston, Philip Holley, Teresa Meadows, Paige Owens, Stephanie Pate, and Courtney Carlisle.

NOT IN ATTENDANCE: Kelly Grande, Heather Kinney, and Kim Kuhn

The meeting was called to order by Stephanie Pate at 11:21 AM

Recording Secretary's Report: Cindy Stone reported. Minutes from May meeting taken by Cindy Stone were distributed. Christen Causey motioned to approve minutes. Kelly Miles seconded. All were in favor to approve minutes.

Introductions given to all new and existing members.

Treasurer's Report: Kelly Miles reported.

- Budget passed for the year 2014-2015.
- No copy of final budget distributed yet from last year due to end of the year close-outs and trying to finish reconciliation. Reporting in some areas will be made clearer in order for anyone looking at the budget to know exactly where money is reported.
- There will definitely be an overage from last year which will be spent in 2014-2015.

Principal's Report: Alice Turney reported.

- Mr. Philip Holley introduced as new Vice-Principal.
- Other staff changes-
 1. Ms. Fite moving to Texas.
 2. Ms. Kirkpatrick will be transferring to the Mountain Brook school system.
 3. Mr. Warner will be relocating to Michigan.
 4. Ms. Helms is now Ms. Gilliam and Maureen Farrell will be returning as Ms. Kelly in first grade.
 5. Ms. Lewis and Ms. Slaton are both moving.
 6. Ann Driscoll will be joining the staff along with Rosanne Moran to first grade.
 7. Taylor Bullard will be joining the 4th grade staff and Kelsey Ray joins the 5th grade staff.
 8. Ann Collins will move to 3rd grade and Emily Causey will join the 5th grade.
 9. Nichole Turner will be changing classrooms to the 2nd grade pod.
 10. There are approximately seven 5k's, seven 1st grades, five 2nd grades, seven 3rd grades, five 4th grades, and five 5th grades.

- Popsicles with Principals will be tomorrow.
- K-2nd grades will be adding interactive whiteboards and 3rd-5th will have projectors installed. Trace Crossings was visited to help with training and installation.
- Looking to purchase Ipad stands.
- Have been meeting with Central Office to get feedback on the state of the school. Also met with teachers to get their input.
- School appearance is being addressed to look more like an elementary school and not as institutional. Artwork is being hung in the lobby as well as pictures from previous events at the school. Will be working with Denise Gaylor on inspirational quotes to put in the bathrooms
- A table will be put up front for younger siblings to occupy their time while waiting for older siblings.
- Will be replacing computer table up front for people to use.
- School theme this year is Lego- Building Knowledge. The t-shirt is a play on the Dr. Seuss book and will say "1 brick 2 bricks Green Brick Blue Brick.
- Awning in the front is under way and a problem with a few snake visitors has been addressed. Also may be able to clean the marquee in the front.
- Addressed possibly looking to obtain funding to replace playground padding. Useful life is at eight to ten years and this will be the eleventh. The padding is separating and maintenance will try to press it back down but it still pops out. Older estimates were given around \$42,000.00. PTO has around \$18,000.00 in special projects and a proposal was made to draw from this. Ms. Meadows suggested also contacting Paul DeMarco who had previously helped another Hoover school obtain state funding for a large project of this nature. Amy Mudano agreed to spearhead this project and possibly contact Mr. DeMarco.
- Issue also brought up concerning a teacher retreat. That account is depleted and Dr. Turney requested transferring the PTO line item of special projects to help fund this. She would like to have an end of the year meeting to tie things up with the staff and this would help with that.
- Suggestion also made that we may have overage in hospitality budget to also add to this.
- Motion made to move \$3000.00 for this by Amy Mudano. Kelly Miles seconded this. All were in favor to approve this change. None were opposed.

President Elect's Report: Amy Mudano reported.

- Planning is in effect for the new buddy tea and she is meeting with Ms. Tanner about it.
- Planning is also going into the room parent meeting and grade level coordinators. May possibly add representative for PE, reading coach, math coach, library, and office personnel.

VP of Fundraising Report: Heather Abston reported.

- Meeting with Fall Festival committee members is being organized. Rides are being ordered and will be the same as last year. Hoover Belles have been contacted for their help. Sponsorship heads are Cathy Shaw and Zaneta Daigle. Heather Abston will also be returning as a sponsor for the event. Will only have \$650 and \$250 sponsorship tiers this year. In previous years the middle one has not been utilized.
- Change will be made to have a sponsorship directory to send to parents. The school district will no longer allow school directories with parent information due to abuse from outside parties. Since this is a big part of the package for sponsors, a change to make a directory just for them with general calendar and teacher information will be made.
- Gift wrap is on track and will need volunteers for distribution at a later time.

VP of Hospitality: Heather Kinney was not in attendance.

VP of Volunteers: Tiffany Englett reported.

- Attempting to get sign up form for carpool/bus helpers for the beginning of school from the 7th-15th. Will need two parents for the lobby and two for the bus and ambassadors will also help.
- Lunchroom helpers also needed from the 7th-22th that do not have kindergarteners.
- Gift wrap helpers will be needed
- Vision screening and hearing is set for Sept.17th and will need volunteers. We need 14 from 7:45 until 12. Two shifts will be offered.
- Teacher appreciation is still tentative but will continue to be a few parents watching the children in the lunchroom.
- Fall Festival is October 3rd and picture day will also be coming up.
- Volunteer forms for these events will be set up at meet the teacher day.

VP of Communications: Christen Causey reported.

- Proposal by Dr. Turney to change the newsletter. Communication is changing to more of email and facebook formats so we need to address the distribution.
- Also need to look at newsletter format. Should be much shorter and similar to Berry Middle School with bullet format. For example counselor acknowledgements should be on the bulletin board not the newsletter.
- Meeting with Kelly Miles and Dr. Turney to address these issues will be planned.
- Sponsorship directory will be designed to address the inability to offer school directory.
- Mr. Garrett Rogers will again be in charge of the website.
- Ms. Mac will need a volunteer to assist with yearbook.
- Deadline for information on next newsletter will be August 28th.

Recording Secretary Report: Cindy Stone reported.

- Nothing to report.

Historian Report: Christen Carlisle reported.

- Nothing to report.

Parliamentarian Report: Kim Kuhn was not present.

Old Business Report: Stephanie Pate reported.

- Kelly Miles led a vote on the approval of the budget. Motion to approve given by Christen Causey and seconded by Cindy Stone. All were in favor none opposed.

New Business Report: Stephanie Pate reported.

- Next meeting set for August 20th at 11:00 AM.
- Meeting adjourned at 1:17 PM by Stephanie Pate .