

Little Mountain Elementary PTO

Minutes

August 20, 2014 4:30 pm

Attendance: Leon Fulmer, Jana Livingston, Gwen Davenport, Jean Barnes, Jaime van Zadelhoff, Kim Mack, Shannon Cromer, Susan Dawkins, Mike Morales, Casey Willingham, Christopher Dukes

Officers' Reports

President: Leon Fulmer convened the meeting at 4:30 pm and stated that the purpose of this specially called meeting was to discuss the upcoming Fall Fundraiser and Fundraiser Kickoff. Mike Morales has accepted the position of President-Elect, Lynn Livingston has accepted the position of Treasurer-Elect, and Shannon Cromer has accepted the position of Secretary.

Treasurer: Jean Barnes reported that the current PTO account balance is \$12,964.51. The PTO membership drive ends on Friday, September 26.

Fall Fundraiser Update

The *Charleston Wrap* sale will kick off on Friday, August 22. Mrs. Mack and Mr. Dukes will present the kick off event via WLME prior to dismissal that afternoon. The fundraiser will end on Thursday, September 4.

- Sales for each homeroom will be totaled, and 10% of profit from each homeroom will be allotted to the homeroom teacher to purchase classroom materials.
- Mrs. Mack will send an announcement via the School Messenger Notification Service to notify parents that the Fundraiser Packets will be sent home on Friday, Aug 22.
- Gwen Davenport will share fundraiser information through the LME PTO Facebook page.
- PTO set a sales goal of 3,500 items. If students reach this goal, PTO will host BINGO parties from 8:00-10:30 on Friday, September 12 for all students in the LME cafeteria.
- 10 people are needed to total order forms and money at 8:00 am on Thursday, September 4. Leon Fulmer will coordinate volunteers for this task.
- Money raised from the Fall 2014 *Charleston Wrap* Fundraiser will be designated for an outdoor school sign.

Teacher Stipends

- The PTO will not issue checks to teachers this year.
- All certified staff home-based at LME received iPads at the beginning of this school year (purchased with school funds). PTO will cover the cost of a Belkin protective case for each teacher's iPad (32 cases at a cost of approximately \$30 each). Additionally, the PTO will provide each teacher with a \$25 iTunes gift card.
- Each teacher will also have the opportunity to submit purchase request s (up to \$50) to the PTO for classroom materials/items.

General Discussion/Other Items

- A request was made for descriptions of PTO Officer responsibilities. Kim Mack will email the PTO By-laws to board members.
- Leon Fulmer will email 2014-2015 PTO meeting dates to board members. Shannon Cromer will email a

meeting agenda to board members prior to each meeting. She will email minutes to board members after each meeting. Once board members review and agree upon the minutes, Shannon will submit the minutes to Mrs. Folk for publication on the school website.

- Jean Barnes and Shannon Cromer will compile a list of PTO members by homeroom. The PTO will host a pizza party for the homeroom with the highest percentage of membership.

Announcements

Next meeting is Tuesday, September 23 at 4:30 pm in the Little Mountain Elementary Conference Room.

Meeting Adjourned At: 5:45 pm

Minutes Compiled By: Shannon Cromer, Little Mountain Elementary PTO Secretary