

2016-2017 PPE PTO

Executive Board

Meeting Minutes, May 16, 2017

A regular meeting of the PPE PTO Executive Board was held at Percy Priest Elementary School on Tuesday, May 16, 2017. The meeting convened at 5:10pm. Co-Presidents Eileen Wright and Katie Cameron presided.

**Attendees**: Melinda Williams, PPE Principal; Teacher Representative, Vonda Dunn; Eileen Wright, Co-President; Katie Cameron, Co-President; Whitney Conyers, Co-Vice President; Courtney Evans, Co-Vice President; Kirsten Schreiner, Treasurer; Carlin Graham, Assistant Treasurer; Michelle Sweeney, Parliamentarian; Roselle Hunter, Communications; Bonnie Paik, Recording Secretary

**Guest Attendees:** Lydia Weaver, Past President; Heather Chapman, Incoming Co-Vice President; Tarala Rybacki, Incoming Co-Vice President

**Welcome & Call to Order:** Eileen Wright called the meeting to order with Michelle Sweeney seconding the motion.

**Approval of April Meeting Minutes:** A motion was made by Eileen Wright for approval of the April meeting minutes, Katie Cameron seconds the motion. Motion carried.

**Treasurer’s Report:**

* + PTO Checking Account Balance as of 4.40.17: $69,986.95
	+ Estimated Gross of Auction: $73,295.00
	+ Most expenses have already been paid for the year. Still some outstanding salary expense to take place by the end of May.
	+ Approval of 2017-2018 PPE PTO Budget
		- Motion made by Katie Cameron to approve the 2017-2018 PPE PTO budget. Motion approved.

**Principal’s Report:**

* Activities happening, or have happened, recently within the school:
* TCAP testing
* “Seussical” the musical through partner Acting Up
* Field Day
* Teacher Banquet
* TN- Ready
* Areas within PPE that are in need of renovation and/or an addition:
* One faculty bathroom
* No Assistant Principal’s office. Current office for Mr. Mason is in an old janitorial closet.
* No Community Room/PTO meeting space
* No storage
* No Auditorium
* English Language Learners and Exceptional Education are in one area that should be separate
* No private area for nursing mothers
* Original flooring in an area of the building that is now sagging

Mary Pierce from the District 8 School Board will be joining us tonight to provide an update on renovations for PPE.

* Calendar
* 7.28.17: Balloon drop for new PPE families
* 7.30.17: Popsicle Party, 4pm, New PPE families
* 8.3.17: Class Lists posted on front doors
* 8.4.17: New Student Orientation, 1:45pm in the PPE Café

“Sneak A Peak” for Kindergarten parents

* 8.7.17: First Day of School, ½ Day Kindergarten only
* 8.8.17: ½ Day Kindergarten only
* 8.10.17: Open House
* New Hires for Fall:
* Liz Strawn, 2nd Grade Teacher (Former school: Smith Springs Elementary)
* Laurel Marchesoni, 3rd Grade Teacher (Former School: Cane Ridge Elementary)
* Grace Davis, 4th Grade Teacher (Former School: AZ Kelley)

**Co-President’s Report:**

* Emily Cary will be replacing Vonda Dunn as a Teacher Representative on the PPE PTO Executive Board.
* New Business:
	+ Looking for the playground: Trash can and a “Buddy Bench”
	+ Eileen calling McKennon Lawn Care for a quote on tree removal and replacement.
	+ Mr. Mason is in need of chairs outside of his office. Katie and Eileen looking at Stein Mart.

**Incoming Co-President’s Report:**

* Stephanie O’Keefe has asked to organize a Father Daughter Dance. Stephanie is aware the event is not in the budget or in the school calendar. She will be asked to consider charging admission to cover any expenses.

**Adjournment:** Eileen Wright makes a motion to adjourn the meeting. Kirsten Schreiner seconds the motion. Meeting adjourned at 6:30pm.

Bonnie Paik

Recording Secretary, PPE PTO Executive Board