

2017-2018 PPE PTO

Executive Board

Meeting Minutes, March 6, 2018

A regular meeting of the PPE PTO Executive Board was held at Percy Priest Elementary School on Tuesday, March 6, 2018. The meeting convened at 5:10 p.m. Co-Presidents Whitney Conyers and Courtney Evans presided.

**Attendees**: Melinda Williams, Principal; Christina Brumleve, Teacher Representative; Emily Cary, Teacher Representative; Courtney Evans, Co-President; Whitney Conyers, Co-President; Heather Chapman, Co-Vice President; Tarala Rybacki, Co-Vice President; Carlin Graham, Treasurer; Baxter Lee, Co-Treasurer; Kiki Morton, Recording Secretary Substitute; Michelle Sweeney, Parliamentarian; Marisa Adair, Communications Chair Visitor: Eileen Wright

**Welcome and Call to Order:**  Whitney Conyers called the meeting to order with Courtney Evans seconding the motion.

**Approval of January Meeting Minutes:** A motion was made by Whitney Conyers for approval of the February meeting minutes, Emily Cary seconds the motion. Motion carried.

**Treasurer’s Report:**

* PTO Checking Account Balance as of 2.28.18: $40,552.34
* Used book sale raised $1,372.17; $1,500 was projected
* A few checks have come in for spring events
* PPE employees have been paid in cash
* Paid $300 to the Math & Science Night Speaker
* Tiger Store still over budget- sell old field trips at field day, sell Tiger Store at any parent event, E-Blast going out in the next week. Pre-field day sell glasses, hats. Sell merchandise to upcoming kindergartners this spring

**Principal’s Report:**

**New Business:**

* Budget is main concern. Last Monday found out that $123,000 will be cut from next year’s budget.
* Metro will not be funding a technology & Spanish teacher next year. If those positions stay, we will have to find a funding solution. Budget cut ideas will be discussed at the Town Hall Meeting.
* Lydia Weaver to present strategic plan power point to PTO meeting later tonight.
* Projected 2018-2019 student enrollment is down by 10- projection is 525 students
* Student based budget provides $4,600 per student
* PPE has 1.7% Economically Disadvantaged student population
* Next year we will need 22 teachers K-3 without getting more money. Budget can be balanced with 21 teachers K-3 which is within state limit, but K-1st classes will be larger. 1st Grade will need 6 teachers; K, 2nd, 3rd will need 5 teachers; 4th will need 4 teachers

**Co-President’s Report:**

**Old Business:**

* **Field and Playground Maintenance**
  + - In the budget to aerate the field twice a year only
* **2018-2019 Committee Chair Updates: Confirmed**
  + - Lauren Donnelly-Field Day
    - Jennifer Rauch, Stacia Hadley, & Morgan Parker- Fall Picnic
* **First Day School Supply Boxes**
  + - Will be advertising in the spring for fall boxes
    - Will be a small fundraiser with $5-$10 added to each box

**New Business:**

* **4TH Grade Gift/Tiger Paws**
  + - Books for the library –4th grade gift. If $20 or more is donated, the students can pick the title of book & dedication
    - As of Tuesday had raised $1,087 – sale is through Friday
* **Spring Auction Fundraiser**
  + - Meeting on Friday March 9
* **PPE Website Update**
  + - Marisa Adair has requested three bids
    - All in the same price range- around $2500. Melinda passed motion to set aside $2500 of the PTO budget and Courtney seconded the motion.
    - Marisa will start working next month with designer on new website and will launch by August 2018
* **60th Anniversary for PPE**
  + - T-shirts selected – grey with black graphics

**Upcoming Dates:**

* 3/7 Read-a-Thon Ends
* 3/9 Read-a-Thon Assembly, 9am

Emily Arrow Performance

Book Character Dress Up Day

* 3/13 Spring Picture Day
* 3/26 Report Cards Issued
* 3/30-4/6 Spring Break
* 4/17 Executive Board Meeting- (BUDGET)

**Adjournment:** Courtney Evans makes a motion to adjourn the meeting. Tarala Rybacki seconds the motion. Meeting adjourned at 6:15pm.

Kiki Morton

Substitute Recording Secretary, PPE PTO Executive Board