

2017-2018 PPE PTO

Executive Board

Meeting Minutes, January 23, 2018

A regular meeting of the PPE PTO Executive Board was held at Percy Priest Elementary School on Tuesday, January 23, 2018. The meeting convened at 5:05pm. Co-Presidents Whitney Conyers and Courtney Evans presided.

**Attendees**: Emily Cary, Teacher Representative; Christina Brumleve, 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; Marisa Adair, Communications Chair; Bonnie Paik, Recording Secretary; **Visitor:** Katie Cameron

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

**Approval of October Meeting Minutes:** A motion was made by Whitney Conyers for approval of the November meeting minutes, Courtney Evans seconds the motion. Motion carried.

**Treasurer’s Report:**

* + Golf Tournament, net $8,794.50
  + INVEST: at budget of $104,000. Donations from January will place INVEST over budget by year-end.
  + Tiger Store is in need of closing a $4k gap. Ideas to make sales by the end of the year:
    - Look at dropping prices of current inventory
    - Sell items during the Used Book Sale, Acting Up play in May, Second Grade Show, Field Day, and Science Night
    - Sell field trip shirts leftover from previous year/s
  + PTO Checking Account Balance as of 12.31.17: $73,254.92
  + Daddy Daughter Dance turned profit, any amount raised will go towards the 4th grade gift.
    - At the end of February, a meeting will take place to decide on what the project will be for 2018 graduates. Ms. Cary will look at which 4th Grade parent may be a good fit to chair.
  + Budget Meeting to be held in April and presented at May PTO Meeting

**Co-President’s Report:**

* **Heather Chapman**

**Board Selections for 2018/2019**

* + Ashley Wade and Emily Walker, CO-VPs
  + Baxter Lee, Treasurer
  + Marisa Adair, Communications
  + Michelle Sweeney, Parliamentarian
  + Kiki Morton, Secretary
  + Open, Co-Treasurer
  + Confirmed Committee Chairs:
    - Courtney Evans First Day Folders
    - Jessica Amden, Room Mom Coordinator
* **Old Business**
* Spring Auction: April 27th
* Donations and sponsors are currently being confirmed
  + - Whitney and Courtney to touch base with co-chairs on class baskets, grade-level parties and teacher outings
* Katie Cameron provides an update on school renovation
  + Hillsboro High School receiving an extra $8M
  + On 1.22.18, the Metro Nashville Board approved our $20M request
  + Next step will be a meeting with Angie Henderson on how to best advocate within the city council.
  + Jeff Casella, PPE parent, has put together a tentative architectural plan for an expansion
* **New Business**
* Strategic Plan Survey is out for parents to give feedback. In March, there will be a community meeting for face-to-face input. Lydia Weaver presenting strategic plans at May PTO meeting.
* Science Night to take place 2/23. The Science Guy will be in attendance. 3rd and 4th graders may attend
* The Used Book Sale committee is currently collecting books
* Speaker for the next General PTO Meeting: Emmie Stuart, PPE Librarian
* The yearbook committee is in need of lower grade parent participation, specifically K and 1st grades. Please email Katie Cameron and Eileen Wright any photos that may be used in the yearbook.
* Field and Playground Maintenance: Ms. Nash has requested $1,000 for fertilizer, weed killer and aeration of the field. Courtney Evans obtaining three quotes.
* PPE Website Redesign, Marisa Adair looking at three quotes for redesigning site. Quotes to include hosting and support.

**Upcoming Dates:**

* 2/7 Progress Reports Issued
* 2/7 – 2/9 Used Book Sale
* 2/13 Executive Board Meeting, 5pm

PTO Meeting, 6:30pm

* 2/14 Valentine’s Class Parties
* 2/27 – 3/7 Read-a-Thon
* 2/19 Professional Development
* 2/23 Science Night
* 3/9 Read-a-Thon Assembly

**Adjournment:** Courtney Evans makes a motion to adjourn the meeting. Emily Carey seconds the motion. Meeting adjourned at 6:25pm.

Bonnie Paik

Recording Secretary, PPE PTO Executive Board