

2017-2018 PPE PTO

Executive Board

Meeting Minutes, November 14, 2017

A regular meeting of the PPE PTO Executive Board was held at Percy Priest Elementary School on Tuesday, November 14, 2017. The meeting convened at 5:05pm. Co-Presidents Whitney Conyers and Courtney Evans presided.

**Attendees**: Melinda Williams, PPE Principal; 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; Michelle Sweeney, Parliamentarian; Bonnie Paik, Recording Secretary

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

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

**Treasurer’s Report:**

* + PTO Checking Account Balance as of 10.31.17: $59,409.15
  + PPE Tiger Store will be set up for Grandparents Day. Income and Expenses are almost even for the year.

**Principal’s Report:**

* “Eat Out At Green Hills Grille”: $790 raised
* Parent Teacher Conferences took place November 1st with a lot of parent participation
* Stage floor had to be redone due to a leak
* Open House took place last week. Attendance was a little down but may be due to the weather.
* PPE was one of the winners in the 2nd Harvest Food Bank Drive for elementary schools. As a reward, Ann Holt of Channel 2 News, Titans Cheerleaders, and T-Rac will be visiting the students soon for an assembly. Cornerstone Financial will be presenting PPE with a $500 gift.
* A service project will be taking place throughout the school during the holiday season. The 4th grade is adopting a kindergarten class at Tusculum Elementary. Remaining grades adopting a Forgotten Angel.
* This year at PPE is the 60th year anniversary. PTO Co-Presidents looking at celebration options. Possibly a special birthday celebration for Percy the Tiger during lunch. Also considering a birthday shirt.
* Dr. Shawn Joseph and School Board Member Mary Pierce had a site visit last week with Mrs. Williams. He was able to see the areas in need of renovation. He also visited Ms. Stuart in the library.

**Co-President’s Report:**

* **Old Business**
* Tiger Cup being considered as a social event vs. a fundraiser for the future. Topic will be revisited in January 2018.
* Agenda for January will also include a discussion regarding the INVEST “ask” to parents and the amount for 2018-2019.
* Spring Auction Update:
  + Sponsorships and donations currently coming in
  + Location: City Winery
  + Date, April 27th
* Tiger Funds
  + Encore has requested I-pads at $1,300. Committee has already approved and now needs an Exec. Board vote. Whitney Conyers made a motion to vote, Baxter Lee seconds the motion. Motion approved by the Board.
  + Mrs. Atkinson has requested Tiger Funds for a kiln. Vote has been tabled until January.
* Hillsboro Cluster Meeting: Katie Cameron attended on PPE’s behalf. Discussions were around the approved budget and extra funds requested for the Hillsboro High School renovation. The PPE renovation committee is formed and ready to work when the time is appropriate.
* **New Business**
  + Staff Gift: Envelopes and flyers are going home early December

**Upcoming Dates:**

* 12/11 Kendra Scott Shopping Event
* 12/15 ½ Day, Winter Class Parties
* 12/18-1/3 Winter Break
* 1/2 Teacher Planning Day
* 1/3 Students Return to School
* 1/9 Report Cards
* 1/15 MLK Day, No School
* 1/16 Executive Board Meeting, 5pm

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

Bonnie Paik

Recording Secretary, PPE PTO Executive Board