

2018-2019 PPE PTO Executive Board Meeting Minutes, May 14, 2019

A regular meeting of the PPE PTO Executive Board was held at Percy Priest Elementary School on Tuesday, May 14, 2019.

The meeting convened at 5:07 pm. Co-Presidents Heather Chapman and Tarala Rybacki presided.

Attendees: Melinda Williams, Principal; Heather Chapman, Co-President; Tarala Rybacki, Co-President; Ashley Wade, Co-Vice President; Emily Walker, Co-Vice President; Chris Moth, Parliamentarian; Baxter Lee, Treasurer; Kempton Presley, Co-Treasurer; Kiki Morton, Recording Secretary; Christie Brumleve, Teacher Liaison; Emily Cary, Teacher Liaison; Whitney Conyers, Ex-Officio

I. Welcome and Call to Order:

Tarala Rybacki called the meeting to order with Heather Chapman seconding the motion.

II. Approval of April 2019 Meeting Minutes:

A motion was made by Christine Brumleve for approval of the April meeting minutes. Emily Walker seconds the motion. Motion passed.

III. Treasurer's Report:

- Invest, Kroger, Amazon, Golf Event, Spring Event and Tiger Store were all above target this year
- End of the year profit will be in excess of \$60,000 (\$60,000-\$70,000 in surplus)
- Chris Moth made a motion to recommend to the membership to give a one time gift to teachers and staff in the amount of approximately \$500 per teacher (pro-rated based on hours worked) and \$250 per staff.
- Baxter Lee made a motion to table the teacher gift motion until the PTO membership receives this information at the PTO meeting. Kiki Morton seconded the motion. All in favor of tabling the motion.
- Ashely Wade made a motion to be shared at the board meeting, that as a board, we would like to give a nominal gift to faculty & staff with the leftover PTO funds. Heather Chapman seconded the motion. All in favor.

IV. Principal's Report:

- **Teacher Updates for 2019-2020 School Year**
 - Emily Parsley, LTDS, is resigning to return to school.

- Mark Mason is retiring as a full time assistant principal, but will return as a 120-day assistant principal working Tuesday, Wednesday and Thursdays.
- Cornelia Brown, 2nd Grade Teacher, will retire after many years of teaching.
- Dr. Coats, 4th grade Math & Science Teacher, has accepted a position as a children's youth director and Katherine Allen, her job share partner, will fill her position as a full time 4th grade teacher.

V. Co-President's Report:

- Old Business
 - Final Auction Update
 - ◆ The spring auction at Richland Country Club was a success with the live auction generating the highest amount of money to date.
 - ◆ The Spring 2020 Auction will be held at Richland Country Club again.
 - ◆ 310 tickets were sold to the auction- the most ever sold. The majority of tickets sold were non-drinking tickets.
 - ◆ Class Baskets had the highest sales to date
 - ◆ Teacher outings and grade level parties did very well
 - ◆ Sock Wars price was raised from \$40 to \$50 and sold out quickly
 - ◆ Wine pull didn't do as well this year, but the excess wine was sold in the second chance sale and made money. Consider cutting wine pull next year.
 - Tarala Rybacki made a motion to approve the Capital Reserve Fund Management Document. Heather Chapman seconded motion. All in favor.
 - PTO Meeting General Meeting Agenda for May 14
 - ◆ Budget, Bylaws, Slate of New Officers and Introduction, and Miss Stuart Presentation on Summer Reading
- New Business
 - Year End Teacher and Staff Appreciation Luncheon
 - ◆ May 23 after school
 - ◆ Parent Erin O'Brien is hosting at her house, with parent Caroline Edwards catering the party
 - Songwriters' Evening Update
 - ◆ October 26, 2019- Dan Smalley, songwriter and 2nd grade parent, and friends will perform.
 - ◆ Tickets will be sold in Bidcoz in July. Tickets will be sold at \$100.
 - First Day Supplies- 176 boxes sold already

VI. Adjournment

Heather Chapman made a motion to adjourn the meeting. Kempton Presley seconded the motion. Meeting adjourned at 6:06 pm.

Upcoming Events:

05/23 Last Day of School - Half Day

Kiki Morton

Recording Secretary, PPE PTO Executive Board