**2020-2021 PPE PTO Executive Board Meeting Minutes, February 9, 2021**

A regular meeting of the PPE PTO Executive Board was held virtually on Tuesday, February 9, 2021.

The meeting convened at 5:00 pm. Co-Presidents Kass Benchoff and Ginny Dolezal presided.

**Attendees:** Russell Young, Principal; Brooke Temple, Assistant Principal; Kass Benchoff, Co-President; Ginny Dolezal, Co-President; Nahed Zehr, Vice President; Geoff Watson, Treasurer; John Markham, Assistant Treasurer; Christie Brumleve, Teacher Liaison; Katie Agnew, Secretary; Ashley Wade, Ex-Officio.

**I. Welcome and Call to Order:**

Kass Benchoff called the meeting to order.

**II. Approval of January 2020 Meeting Minutes:**

A motion was made by Kass Benchoff for approval of the January 2021 meeting minutes with Ginny Dolezal seconding the motion. The motion passed.

**III. Treasurer’s Report:**

* Geoff Watson provided the Treasurer’s report. He reported that $200,000 has been placed in the PTO’s money market account, to start earning some interest. Expenses have been on track.
* He reported that MNPS has not billed the PTO for this year’s teacher salaries or for 50% of last year’s salaries, so the PTO’s bank account is running high because of these accrued but uncollected expenses.

**IV.  Principal’s Report:**

* Dr. Young reported that MNPS should be sending projected enrollment numbers to him any day, and that preliminary budget numbers will follow on March 5.
* Reopening went smoothly and everyone seemed happy to be back in the building.
* Black History Month is going well. Fourth graders are doing excellent research projects and the morning presentations will continue into the first week of March because so many students have signed-up to present.
* Kindergarten registration is beginning and Dr. Young wants to leverage the PTO’s social media account to help promote it. There will be a virtual open house on February 16 at 6:00 pm.

**V. Vice Principal’s Report:**

* Ms. Temple reported that 95% of students completed MAP testing, which is in line with MNPS’s target numbers. Data letters will be sent home soon, including benchmarking data for Lexia and iReady.

**VI. Co-President’s Report:**

* **Old Business**
* Invest
	+ The Invest campaign is closed and thank you notes were sent to all families who contributed $500 or more.
* **New Business**
	+ Prospective Kindergarten Students
	+ In addition to the virtual open house, the PTO is looking for families with incoming kindergarteners to provide small videos the PTO can publicize.
	+ Read-a-Thon
	+ This year’s Read-a-Thon will begin February 26 and continue through March 10. The them is “Read Around the World”.
	+ Fundraising
	+ Corky’s Dine Out Night will be on March 10.
	+ Auction will be on April 16 at 6:00 pm.
		- The auction committee’s goal is to net $50,000, just like last year. There will be boxes of goodies to make it more fun for those who buy a ticket package. Picture books of auction items will be produced. Teacher outings will be part of the auction, just like in years past.
	+ Grandparents Day
		- Promotion of the “Wall of Love” will begin on February 12 and will go live next week.
	+ Fourth Grade Present
		- Handprints cannot be made at the school this year because parents cannot be on campus. Alternative ideas will be discussed with the 4th grade team.
* Board Structure Changes
	+ Kass Benchoff and Ginny Dolezal proposed bylaws revisions that would:
		- Allow the Co-Presidents and Co-Vice Presidents roles to be collapsed into one person for each role, if desired or needed.
		- Make room for a new role – Vice President for Fundraising, with a Co-Chair who would serve as the step-up chair.
		- All Board members would serve two year terms.
		- The number of Board members would be expanded to include the Vice Principal.
	+ The Board discussed the changes again and voted unanimously to begin the process of revising the bylaws.
* Board Nominations
	+ Work will begin soon to solicit Board and committee chair nominations.
* Communications
	+ Kass Benchoff, Ginny Dolezal and a collection of those involved with school communications will meet to discuss whether changes should be made with the newsletter, weekly call-outs and room parent emails. Some methods of communication are having more success than others.

**VI.** **Announcements:**

* March 9 – PTO Board Meeting at 5:00 pm

**VII. Adjournment:**

Kass Benchoff made a motion to adjourn the meeting. John Markham seconded the motion. Meeting adjourned at 6:05 pm.

Katie Agnew

Secretary, PPE PTO Executive Board