

2021-2022 PPE PTO Board Meeting Minutes, November 9, 2021

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

The meeting convened at 5:00 pm. President Nahed Zehr presided.

Attendees: Russell Young, Principal; Brooke Temple, Vice Principal; Nahed Zehr, President; Katie Agnew, Vice President; Caroline Edwards, Secretary; Chris Bradshaw, Communications Chair; Megan Callendar, Fundraising Chair; Christie Boyd, Assistant Fundraising Chair; John Markham, Treasurer; Andrea Rothe, Assistant Treasurer; Kass Benchoff, Past President; Christie Brumlevee, Teacher Representative; Emily Cary, Teacher Representative.

I. Welcome and Call to Order:

Nahed Zehr called the meeting to order.

II. Approval of October 2021 Meeting Minutes:

A motion was made by Nahed Zehr for approval of the October 2021 meeting minutes. Christie Boyd moved the motion, with Katie Agnew seconding the motion. The motion passed.

III. Treasurer's Report:

- **Biggest expense item is teacher salaries that have not yet been paid**
- Cash to date: close to \$260,000
- Outstanding check from metro for around \$70,000
- Over budget on strike fees because \$30,000 more raised on invest than goal
- Double checking on subscription technology items that were paid

IV. Principal's Report:

- Amazing support from families for Invest
- Great Start to the second 9 weeks
- Navigator Day in October was all about "gratitude and thanks". Sent letters to local VA Hospital and mailed off to "A Million Thanks" organization from students.
- Last Navigator Day for the semester is the beginning of December and is focused on supporting a PPE family that has had a young child diagnosed with cancer. Each student also gets 1:1 with an adult on each Navigator Day

V. Vice-Principal's Report:

- **"Happy Teacher Cart" with coffee and breakfast treats on Fridays to show appreciation to staff and teachers**

VI. President's Report:

- Invest goal exceeded and so excited
- Fifth Grade/New Building Update: Mayor's Budget plan will go before council in December, MNPS budget is not usually changed from plan, asked PPE families to send "thank you " notes to the Mayor.
- Next PTO General Membership Meeting: Inviting David Proffitt (Executive Director of Facilities, Maintenance, and Construction for MNPS) regarding the timeline for the design and construction process of the new building. Will not advertise until after the council vote
- Exec Board and Committee Chairs to put together their responsibilities and timeline and any important contacts about their "job". All to go in google drive for others to use in the future.

VII. Vice President's Report

- None

VIII. Fundraising Chair

- Small Fundraisers- Minted and Jersey Mikes Fundraising Night coming up in November
- Looking into having a "Skate Night"
- Still Discussing having a talent night in the spring
- Auction is in the work of collecting donations

IX. Assistent Fundraising Chair:

- Math and Science Night: aiming for early March to have in Cafe
- Grandparents Day: hoping to still align with Book Fair. Grandparents can hopefully come in the library depending on covid
- 4th Grade Parent/ Student Activity Night: Mother/Son Outdoor Movie Night, Father/Daughter Dance. Both on April 29th with a rain date also planned as well, might look into a different date because April 29 is in the TNReady window, also looking into May 6th

X. Communications Chair:

- Send anything to upload to Google Drive Folder (logos, photos, etc)

XI. Old Business:

- None

XII. New Business:

- Additional Funds requested by Dr. Young
- In Shifting of positions we were able to move an interventionist to a full time position instead of part time. Needs approval for approximately \$5,000 to best serve our interventionist students
- Nahed asks for notion on floor to approve

- Kass makes motion to approve \$5,000 PTO Funds to increase Mrs. Lobb from .4 to .5. John seconds the motion and the motion is passed
- Unrealized Auction Item from last year: Family made donation for a puppy from a breeder and they never received the dog.
- Nahed motions to offer to reimburse family for approximately \$1,300 in funds for non received auction item. Mrs. Brumleve made motion and Mrs. Carey 2nd motion. Motion passed

XIII. Announcements:

- No December Exec Board Meeting
- Next Exec Board Meeting January 11th @ 5
- General Membership Meeting looking to be in January

XV. Adjournment:

- Nahed Zehr made a motion to adjourn the meeting with Katie Agnew seconding it. Meeting adjourned at 5:57 pm.

Caroline Edwards
Secretary, PPE PTO Executive Board