

**Kaufman Elementary PTO  
Executive Board Meeting Minutes  
June 18, 2015**

The June 18, 2015 Executive Board Meeting was called to order at 1:30PM.

Those present at the meeting Angel Frank, Amanda Mason, Kellye Brown, Pam Brightman, Helda Martins, Sandi Brown, Stephanie Bell and Tamika Shotwell.

**Approval of Minutes**

A motion was made to approve the minutes from the May 21, 2015 General Committee Meeting. The motion was seconded, and a vote was taken to approve the minutes. The minutes were approved unanimously.

**Treasurer's Report**

Proposed budget kept same line items from last year's budget with a few exceptions. Library funds were increased to pay for the Accelerated Reader program. Price went up due to fewer schools using the program. Teacher Appreciation funds were also increased. Motion was received to approve the new budget, seconded and the budget was approved unanimously.

**Review of By-laws**

Bylaws must be reviewed every 3 years. The current by-laws will be due for review in September 2016. The president would like for each board member to review their position and see what areas need to be changed or addressed under their job function. CISD has to approve the Bylaws and any changes that are made.

**Calendar for 2015-2016**

PTO sponsored activities for 2015-2016 will still include a Fun Run fundraiser, and "Spirit Night" business fundraisers throughout the year. We will also continue "Mornings with Mom" and "Donuts with Dad." We may test Jingle Bell Bash baskets as a silent auction rather than a ticketed drawing. Campus will be open September 14, in time for grandparent's weekend. Calendar is still tentative pending Mrs. Oliver's approval.

**Funding Requests**

Mrs. Lewis, the music teacher, requested new microphone cords. We need to see if she needs a new system. Amanda Mason messaged her regarding volume level during grade level performances, and the possibility of needing additional upgrades. Mrs. Lewis will get back to us.

The tarp for the 4<sup>th</sup> grade playground has a large hole. Cost and labor to replace is \$5,200.00. A motion was made to pay half of the cost at \$2,600.00. Motion was seconded and passed unanimously.

## **Committee Business**

- Teacher Appreciation: This year trying to spread out teacher appreciation each month instead of doing it all in one week. Planning gift cards to Target for beginning of school year. Birthday gift cards to Chick-fil-a. PTO will provide breakfast for the first teacher workday in August. Possible menu item tacos, fruit, coffee, and juice. New teachers will receive a welcome gift bag.
- Fundraising: Helda Martins will contact Sk8 Town in August to request Thursday night spirit nights again. She will also contact Spring Creek BBQ for another spring spirit night. She is also looking for a business to sponsor the Boosterthon t-shirts for the kids. Discussed PTO sponsored prizes for Fun Run – gift cards to Sky Zone or pizza party. Tamika Shotwell advised that Kona Ice is able to come to your location and they give 20% of proceeds back to the school. Considering pairing Kona Ice with a spring event – family game night or a movie night.
- Communications: PTO will pass out flyers and have iPads available at the Parent Info nights so that people can register at the PTO website and sign up for the Kroger Rewards program. Helda Martins will make banners for the tables. Angel Frank will verify Kaufman PTO registration with Kroger.

Meeting was adjourned at 4:30pm.