

Liberty Pines Academy PTO

Meeting Minutes

June 21, 2011

I. Call to Order

Lori McGinnis began the LPA PTO monthly meeting at 10:06AM on June 21, 2011, in the Bartram Trail conference room.

II. Attendance

Mr. Kelley, Angela Collier, Erika Williams, Michelle Schultz, Trish Hitchcock, Lori McGinnis, Michelle Cardinal, Pam Watt, Petra Van Der Linden, Anne McGillin, Stephanie Bradford, Sabrina Rathjen, Sybil Brodeur, Michelle Cardinal, Katie Gray, Karen Taylor, Brock Martin, Julie Martin, Mary Kay Rogers

III. Approval of Minutes

Michelle Schultz presented the minutes from the April meeting a motion was made by Trish Hitchcock, and a second given by Michelle Cardinal, the minutes passed unanimously. May's minutes were presented and again Trish made a motion to approve with a second by Michelle Cardinal and the minutes passed unanimously.

IV. Principal Report

Working on hiring and planning for next year – two middle grade teachers have been hired, interviews are underway as hiring to accommodate growth continues. We will have nine new classrooms next year.

FCAT scores are in we are evaluating learning gains and results.

Wolf Greetings will all be from 6pm-7:30pm as follows: Wednesday the 17th for grades 6, 7, 8; Thursday the 18th for K, 1, 2; and Friday the 19th for grades 3, 4, 5.

We need better front office support but with budgets being what they are we have a need for help at the front desk. We would like to ask for help from PTO with a group of core people to help man phones, check IDs, assist front desk with miscellaneous items. Key times of day are morning, lunch and end of day.

Discussion was had on middle grades math progression.

Wish List/request for funds – an updated list has been provided and is included in the notes binder, the total comes to approximately \$66K. Mr. Kelley advised that everything on the wish list would be fulfilled, either with PTO funds or by school funds. We are determining the best account to pay from for individual line items so a specific list of items that PTO is paying for is unavailable. Other items being purchased with extended day funds that are not on list – shade for basketball, PE eqpt, etc.

Discussion was had on technology and encouraging students to bring in their own

computer – we are continuing to determine the best way to include this option.

V. **President Report**

Membership – Discussion was had about requiring dues to become a PTO member based on an article provided at a previous meeting. Requiring dues from parents might have a more negative impact making PTO an exclusive group; where not requiring dues would be more inclusive and there might be more participation. (Last year we collected approx \$7K). Julie Martin moved to make PTO membership inclusive to all LPA families without requiring dues, Sabrina Rathjen made a second, a vote was taken and the motion passed unanimously.

Start up funds for 2011/2012 school year: Discussion was had on monies needed for the beginning of the school year and how much to carry over to cover these costs since there is no PTO membership money. Items noted include: teacher's Boosterthon earnings, back-to-school teacher luncheon, Entertainment Books, Oktoberfest. The estimated amount needed to cover these costs is approximately \$12K. A motion was made by Petra to holdover \$12K for PTO start up funds, a second was given by Anne, the vote passed unanimously.

With the wish list being approx \$66K, we have given Mr. Kelley \$25K already, leaving \$41K needed to cover the entire wish list. PTO has approx \$30K to provide to LPA leaving \$11K to be covered by other funds. Discussion was had on wish list items.

Anne McGillin made a motion to give \$30K to Mr. Kelley to use towards fulfilling items on the wish list presented, Catherine Schwarz seconded, the vote passed unanimously.

Entertainment Books – Discussion was had on this fundraiser and if it should be kept. As PTO we want to limit the number of times we ask families for money. After discussion it was decided to keep this fundraiser as lots of families use the book and those that do not want it can simply return the item.

The agenda provided shows the VPs incorrectly, Lori clarified, First VP is Cathy Richter and Second VP is Kim Delaney. Two Executive officers voted in during our General Meeting are no longer able to perform in those position next school year, our new officers are First VP, Cathy Richter and Secretary, Katie Gray. Petra moved to vote in new officers to First VP and Secretary, Pam Watt seconded and the vote passed unanimously.

VI. **Treasurer Report**

Erika provided the latest budget details (a copy is included in the notes binder).

After giving Mr. Kelley \$25K, PTO has approximately \$42.5K in funds available. As noted earlier we will be holding over \$12K for start up, leaving \$30K for LPA/Mr. Kelley's wish list.

We are in the process of moving our PTO accounts to Atlantic First Coast Bank (Atlantic). Brock Martin was here from Atlantic to introduce himself. He and Atlantic

already work with several St. John's County schools and sports organizations. They are looking forward to providing excellent service to our PTO.

VII. Boosterthon – Fun Run

The Boosterthon FUN RUN has raised approximately \$39.5K, with an approximate 83% collection rate. If our year ended in a more normal fashion we may have been somewhere in the 90% or higher return range. We are looking forward to 2011/2012 Fun Run scheduled for some time in late January.

VIII. Spirit Wear

Anne McGillin presented spirit wear designs. Due to our unusual end of year she was unable to distribute shirts to our 7th/rising 8th graders. She noted that 8th graders would get their shirts during their Wolf Greeting.

IX. Adjournment

Lori McGinnis adjourned the meeting at 11:43am. The next regularly scheduled meeting is July 12th at 10:00am in the large conference room at Bartram Trail. The August meeting is the 9th at LPA.