

2014-2015 Executive PTO Meeting

MINUTES

Date: April 23, 2015

Time: 3:45; Conference Room

Attendees: Kristie Allen, Norene Goldstone, Janice Osieja, Jill Rees, Joan Roth, Janet Schwertley, Heather Smith, Kelley Brunner, Laura Wintemute, Jodi Mills, Jen Askin, Melissa Ellis

Absent: Tammy Thaete, Arlen Sykes



<p>Brief Review Of February Minutes</p> <p>Kristie briefly reviewed the minutes from the March meeting.</p> <p>Janet is finalizing the committee binders.</p> <p>The Giving Tree wall is under construction.</p> <p>Joan has not received any interest in open board positions.</p> <p>Janet would like next year's meetings to be called Colina Community Meeting vs. PTO Meeting.</p>	<p>Kristie Allen President</p>
<p>Facebook</p> <p>Laura Wintemute joined the meeting to discuss Facebook for next year.</p> <p>Currently the Colina PTO page has 103 followers. We discussed ways to increase the follower list. Some examples were sending out emails asking to join the page, asking parents to take out their phones at meetings and do it right at that time</p> <p>Board agreed to keep the page as a like page (public) and no photos of children on the page vs. a closed page.</p> <p>The Colina PTO page is meant for information to Colina parents.</p> <p>Laura has been doing a great job keeping the page up to date.</p>	<p>Laura Wintemute</p>
<p>Idea to get parents to meetings</p> <p>Mr. Sykes could not make the meeting but gave Mrs. Brunner the suggestion of having the PTO showcase various student groups at the meetings. We could have the Broadcast Club come, ecology club just to name a few. The parents would have to bring them and stay for the meeting.</p> <p>Jill suggested that instead of having a New Family Breakfast on the first day of</p>	<p>Arlen Sykes</p>

<p>school, have a Welcome Back to School breakfast on the first day. The board agreed this was a good idea.</p>	
<p>Budget</p> <p>Jill reviewed each line item on the PTO Budget for the 2015-2016 school year.</p> <p>We agreed to reduce the Direct Donation budget to \$7,000. We increased the Yearbook Sale budget to \$200. The Welcome Breakfast was increased to \$300 as we are inviting all families. Father Daughter Dance was reduced to \$600. Family Movie Night was increased to \$600. Reading Wall was reduced to \$500 as we have a large credit with Scholastic. Accounting/Tax Return fee was increased to \$350.</p> <p>Jill requested that the PTO Debit Card not be used anymore.</p> <p>We agreed to add a line item of \$3000 for the basket auction budget.</p> <p>We agreed that the committee chair needs to turn in all receipts within 1 week after the event is over and committee chair must sign the reimbursement form prior to turning in receipts.</p> <p>Jill received a letter from the IRS explaining error in dates on return. Accountant realized this error and also that the tax return was done on a Public Charity (990) form instead of the correct Private Foundation (990PF) form. Tax return was re-done and submitted to the IRS.</p> <p>If we wanted to change to a Public Charity, there is a \$400 registration fee as well as 60 months in waiting period.</p> <p>Mrs. Brunner is going to speak with Jackie Mattinen the Director of Finance at the District Office regarding the 2 different types of filings.</p>	<p>Jill Rees Treasurer</p>
<p>National Board Certification</p> <p>Jodi, Jen and Melissa joined the meeting to discuss their request of funds from the PTO for their National Board Certifications.</p> <p>The certification is done in 4 modules and each module costs \$475 per person. You are given 3 years to complete all 4 modules. They plan on completing 2 modules in the first year (total of \$2,850) and 2 modules in the second year (total of \$2,850).</p> <p>Currently Mrs. Brunner is the only National Board Certified educator at Colina.</p> <p>The board asked a few questions in regards to this request such as how this would benefit all the students at Colina and why they thought this would be beneficial to the school.</p> <p>Mrs. Brunner said that we have approximately 40 National Board teachers in</p>	<p>Jodi Mills Jen Askin Melissa Ellis</p>

the Kyrene District that have their National Board Certification. Mrs. Brunner knows of a couple of PTO's that have helped with the part of the cost. The teachers who have this certification are also given a \$1200 increase in pay for as long as they have this certification (which is good for 10 years).

We thanked them for coming but advised them that we would discuss whether or not this should be brought to the General Board Meeting for approval.

After a review of the Bylaws the only people allowed to vote on matters are the actual Executive Board Members (President, VP, Secretary, Treasurer and Advisory Board Member). Mrs. Brunner, Mrs. Thaete, Mr. Sykes and Ms. Smith are not eligible to vote.

The group voted and decided 5-1 not in favor of their request. We will not take this to the General Board meeting and they will not receive funds from the PTO.

The board decided that this could open up other requests for any other types of certification etc.