Esperanza Middle School PTO

General Meeting Minutes

6:00 pm Monday September 28, 2015

EMS Cafeteria

* **Ice Cream Social** - 6pm
* **Meeting called to order** by president Virginia Richardson at 6:10pm
* **Attendance** -14 members- Virginia Richardson, Erin Gaddis, Katharine Gaines, Tracy Clinning-Noel, Jill Mills, Veronica Fernandez, Linda Ferm, Vatanna Gaines, Keith Kennedy, Steven Davis, Tanya O’Toole, Ann Santos, Christa Willet, Jennifer Woodard
* **Welcome**

Board introduction and student PTO representative, Veronica Fernandez (NJHS), introduced.

* **Approval Of GM Minutes** – Monday 20th April 2015
* **President’s Report**- Virginia Richardson

1. **Student PTO representatives** – student representatives on the PTO will be from 3 groups within the school (NJHS, Student Council & PBIS)to help collaborate with teachers and parents and give student input.
2. **Back to School Dance** – a big success with high attendance.
3. **Welcome Back Teacher/Staff Appreciation brunch** – much appreciated by all the staff. A thank you to Nancy Bobrowski for organizing. Plans for 4 staff appreciation meals a year – August, October, February & May
4. **Agenda & Spirit Wear Sales** – helped raised initial funds for PTO. Some agendas have been donated to students that need them. T-shirts sold well at open house and via further orders. Approx. $3 profit on each t-shirt sold.
5. **Shoe Box Drive** – to start soon. PTO will receive 50 cents for each lb of shoes. Ms. Marquis & PBIS to create posters to promote this new fundraiser. Sponsored by Community Recycling, www.community Recycling.biz.

* **Treasurer’s Report – Katharine Gaines**

1. **Annual budget** – presented.

Ann Santos made a motion to make 3 amendments (typo errors). This motion was seconded and approved. Revised budget attached.

* **New Business**

1. **Bylaws** – these were previously signed by the board members in order to open a bank account at Cedar Point Federal Credit Union.

Presented to PTO members by Virginia Richardson.

Request for a pro bono attorney will go out to for audit review of budget & to help with process of attaining non -profit status and later to be incorporated if required.

Motion made by Ann Santos to have bylaws reviewed every 2 years in September. This motion was seconded and approved.

1. **Spirit Nights** – Mary Beth Voorhees was thanked for her work in setting up spirit nights. Next spirit night will be October 21 from 5-8pm at Sonic.

Also on the calendar Chick-fil-A May 16. More spirit nights to be added.

1. **Committees** – Sign-up sheets distributed by Erin Gaddis with explanation of which committees are needed. Current committees include: Activities, PBIS, Staff Appreciation, Fundraising, Spirit Night Hosts, Dance Committee. More may be added later, as determined by the PTO Community.

Committees are to document how they go about events to help future committee members.

* **Announcements**

1. **Upcoming events** – picture day 7 Oct , Sonic spirit night 21 Oct, Halloween Dance 30 Oct, Flu clinic 4 Nov, Winter Wonderland Dance 8 Jan
2. **NJHS** request food donations for their food drive and the PTO’s help to promote it**.**
3. **PBIS**  request donations of basketballs, footballs & $5 gift cards for the loot store.
4. **Beautification Project** (Ms. Dinopolous) request donations of latex paint.
5. **BoxTops for Education** collection highlighted as a great fundraiser. If every student brought in 100 box tops, it would potentially raise $9000 for the school, proceeds go to the general fund of EMS.
6. **Next general meeting** will be January 2016
7. **Winner of door prize** (gift card) – Christa Willet

* **Meeting adjourned** at 7:35pm
* **Minutes compiled by** Tracy Clinning-Noel, PTO secretary