

LME PTC GENERAL MEETING MINUTES- August 19, 2016

WELCOME AND INTRODUCTIONS: Meeting called to order by Co-President Marie M. at 9:17am with 15 people in attendance. Quorum was met. Teri L. moved to begin the meeting and Marcie M. seconded the motion. Introductions were made.

SECRETARY'S REPORT: (Marcie M. & Teri L.) There weren't any minutes distributed or reviewed as this was our first PTC meeting since attaining 501c3 status. Teri L. discussed our new Facebook page being a closed account to keep it within the families of LME. Parents can also access PTC information on our school website under activities.

TREASURER'S REPORT: (Trish F.) A copy of the treasurer's report was distributed. The current budget balance is ~ \$33,000. The soccer goals' invoice that was approved and purchased last year for \$1478.67 is still outstanding and will come out of this balance. The sound system approval still needs to come out of this budget. Jenny was not present at this time to discuss the quotes. Discussion ensued regarding removing the billing plan in place at United Arts and Education; however, keeping our account with them so that purchases made for PTC can still get tax free sales. An outstanding reimbursement from Mrs. Graham for \$27.00 for classroom pizza was discussed. The form was submitted at the end of last school year; however, PTC did not receive it until now. Marie M. made a motion that we reimburse Mrs. Graham from last year's allotment. Sarah M. seconded the motion. A vote ensued and unanimously passed. Discussion ensued regarding having a hard timeline for submission for reimbursements. Trish F. reported that she has a deadline on the reimbursement form given to all teachers.

PRINCIPAL'S REPORT: (Jenny Fedele) Jenny presented a quote for trees to be installed in the nature center. The nature center needs to move forward. She reported that she will get another quote because she felt this one is on the high end. She will get clarification as to whether the quote includes delivery, installation and a one year guarantee. The quote was for \$1350.68 for three trees. This will be tabled until Jenny gets back to PTC with a final quote.

Discussed the sound system quote. ECC has offered to donate old equipment; however, concerns arose over the equipment not being insured. The sound system replacement will be in two phases because of cost. The first phase would include a new soundboard and projector. The quote for this is \$11, 863. Jenny reported that LME can cover \$1000.00 of this. Final approval from the PTC last school year was \$9658.93. This leaves \$1204.07 additional funds that PTC would need to approve and provide for Phase 1. Phase 1 will function without phase 2. The 2nd phase includes speakers, hanging of the projector and the new wiring that would be required for the total system installation. The quote for the equipment for this phase is \$7297.00 and for labor costs ~\$7000.00. Jenny said we could earmark some of the fundraiser proceeds for part of phase 2.

Rebecca T. made a motion to approve up to a total of \$1500.00 in additional funds for the sound system from PTC to make up the difference. Marie M. seconded it. Discussion ensued. First motion was then redirected. Rebecca T. made a new motion that we review the budget to see exactly how much money we can allocate to phase one. Sarah M. seconded the motion. A vote ensued and passed. A deadline for the end of August was put in place to readdress the sound system quote.

PBIS was discussed. Jenny sees positive results already this year. Community building is taking place in the classrooms. This has been shown to help decrease behaviors of children who don't receive that feeling of community at home. Katie Blackard will be presenting at our October meeting about PBIS to help familiarize parents with this program. Money from PTC last year is for signs that are up in the school right now and incentives that she has in place right now.

PRESIDENT'S REPORT: (Rebecca T. & Marie M.) We still need a recycling chair committee. Shannon will look into a recycling program that was successful that she is familiar with and report back to us. Discussed involving student council members or "student ambassadors" in this endeavor. Marcie M. will contact the chair from last year to see if he is still interested.

The Book Fair dates may need to change. Marie M. will check with Mrs. Koepfel and report back. The school carnival is from 6-8pm and this will need to be changed on our PTC calendar.

The Key Club is an organization of student volunteers at Homestead High School. The committee discussed that we should utilize key club more than just for the carnival.

Rebecca T. reviewed the musical playground equipment proposal in honor of Nancy Barber for the attendees. Donations have been received from LME parents. Discussed the possibility of this being a community fundraiser and not just within LME. Discussed possibly looking into Sweetwater for a donation. This issue will be tabled until our next meeting.

COMMITTEE REPORTS:

Fall Fundraiser (Teri L.): Kickoff will be August 23rd. The fundraiser will run until September 9th. Delivery will occur on October 12th. It will be a superhero incentive theme. Incentives this year are as follows: lanyards during lunch; drawings throughout for prizes (e.g., lunch with the principal and a pizza party for your classroom) and a final dance party and video game trailer. We will need volunteers from 11:00-1:00 to help during lunch with lanyard distribution. Teri L. will create a sign up genius for this. The dance party will be available to all students regardless of participation. The video game trailer will be based on sales. Checks will be made to LME this year instead of PTC. Parents will be encouraged to write one check for all sales made by their children but this will not be required.

School Carnival (Sarah M.): Carnival handouts were distributed. Proceeds from the carnival are divided between the teachers for supplies for the school year. Half of our proceeds come from raffle baskets. We still need a raffle basket coordinator. The students preview baskets at lunch. Logan Bianski, present, volunteered to take over as chair of the raffle basket donation committee. A letter will be drafted by Teri L. that she can use to provide to possible donors for tax purposes. The color run will be in March this school year instead of during the carnival.

NEW BUSINESS:

Marcie M. made a motion to buy 5 boxes of popcorn this school year to cover the carnival and 5th grade dodgeball game. Marie M. seconded the motion. A vote ensued and was unanimously passed.

ADJOURNED:

Teri L. motioned to adjourn the meeting. Marcie M. seconded the motion. Meeting adjourned at 11:10am.

NEXT PTC GENERAL MEETING OCTOBER 25th, 2016 at 6:00pm.

Respectfully Submitted,

Marcie M., Co-Secretary