

LME PTC GENERAL MEETING MINUTES-DECEMBER 9TH, 2016

WELCOME AND INTRODUCTIONS:

Meeting called to order by Marie at 9:16am with 8 people in attendance. Quorum was met. Meeting minutes from October 2016 were approved. Introductions were made. Agendas were distributed.

PRINCIPAL'S REPORT:

Mrs. Fedele reported the sound system was greatly improved from phase 1 installation. She doesn't feel that phase 2 will be necessary as originally outlined. The projector will need to be hung and a laptop will need to be purchased and she is looking into the cost for both. Mrs. Fedele stated that these items could be covered by the proceeds from this year's fundraiser. Phase 1 was funded by PTC as well as funds raised by DVD sales from musicals in previous years.

Science fair will be in February. Mrs. Fedele would like to host the next Maker's Space Night simultaneously. She requested that PTC provide pizza for sale during Maker's Space Night. She asked if any proceeds made from the pizza could be donated toward the Maker's Space or split between Maker's Space/PTC. This item will be discussed by the board/PTC and voted on at our next meeting.

PRESIDENT'S REPORT:

Marie distributed the budget. Trish was not in attendance. Our current balance is ~\$24,000 in our bank account. The committee made Mrs. Fedele aware that her principal's account budget is depleted for the school year due to the PTC sponsored lunch from Moe's at the beginning of the school year. A discussion also ensued regarding the remainder of the PTC budget being earmarked for specific activities/events and that if Mrs. Fedele had a request for the PTC, to please give advanced notice so that PTC could plan accordingly and possibly hold fundraisers to fulfill the request. Some questions about the budget were asked i.e., did we receive a school kidz check? Did we receive a box tops check? Have parent donations for Thanksgiving pies been cashed? Marie will forward these questions to Trish to get answers.

Rebecca shared that Kristi Medert checked with SACS administration to verify that there would be no issues with regard to PTC continuing to charter the cub scouts group through LME. Rebecca will sign off on the cub scouts forms.

COMMITTEE REPORTS:

Teacher Appreciation:

Shannon will do the sign up genius for the cookie trays that we are giving to all staff members for the holiday. Rebecca established a budget of \$30-50.00 for the cookie trays. Cookies will be donated on December 19th/20th by parents and a committee will assemble these trays on the 20th. Rebecca will verify with Shannon that the sign up genius will include spots for volunteers to help assemble.

Holiday Shop:

Shawnette reported that she had a lot of parent involvement this year! She felt that we generally need more PR regarding holiday shop next year. Staff feedback was positive regarding the amount of gifts and types of gifts. We did have a couple of shoplifters so perhaps this issue will need to be addressed for next year's shop. There was positive feedback regarding the decorations. Shawnette needs a committee for help with setup/running the shop next year. PTC raffled off a wreath that was donated for decoration and Mrs. Fritsch won the wreath.

School Supply Kits:

Carrie reported that she would like to change companies for our school supply kits to 1st Day school supplies. This is a family owned company in Ohio. The kits have brand name items, overall better quality, are \$2.00 cheaper and the profit margin will be higher. The process will be easier for the chairperson as well. PTC will have to pay to break the contract that has already been signed with School Kidz but 1st Day will reimburse us for that. The fee to break the contract is \$500.00. Carrie will inquire about the turnaround for reimbursement. ***Marie made a motion to approve the switch to 1st day school supplies. Marcie seconded the motion. All were in favor.*** Next year, the school supply boxes will be distributed to the classrooms instead of to the cafeteria. There will be a longer ordering window for these kits and that will begin right after spring break.

Glow Ball:

Carrie reported for Erin regarding this year's glow ball dance. The dance will be on January 20th with the makeup date being February 3rd. This needs to be

changed on the PTC calendar. Erin will send flyers out to all students. Marie will have Jodi send out a “save the date” email before the holiday break.

NEW BUSINESS:

PTC received very positive feedback regarding the pies that we gave them for the Thanksgiving holiday. This will be an item that the board will try to include in the budget for next school year.

PBUSA will be renewed by January 1st so that we can maintain our 501c3 status. We will save \$100.00 if we renew by January 1st. Marcie will forward this information to Trish so that she can pay the invoice.

A doodle email will be sent out to reschedule the remaining PTC meetings to evenings with a time frame of 7:00-8:30. This will allow more board members to attend due to schedule changes.

ADJOURNED:

Rebecca motioned to adjourn the meeting. Carrie seconded the motion. Meeting adjourned at 10:55am.

NEXT PTC GENERAL MEETING FEBRUARY 15TH, 2017 AT 2:00PM IN THE SCIENCE LAB. THIS DATE WILL LIKELY BE CHANGED.

Respectfully Submitted,
Marcie M., Co-Secretary