

AG Executive Board PTO Meeting Minutes

Friday, September 6, 2019

PTO Executive Board Members In attendance: Jamie Curtis, Katie Davis, Rebecca Drendel, Sallie Beason, Courtney Lapham, Denise Pineno, Melissa Self, Ghazale Johnston

Mr. Folk in attendance

Meeting began at 8:48 am

Executive Board Position Update

- Need financial secretary position filled which is a two year term. Tracie Northan is not able fulfill the position. Potential names discussed. **Action:** Sallie Beason to follow up with a potential candidate.

Code of Conflict and Conflict of Interest

- Signed by all Executive Board Members and will be posted on the PTO Website.

Treasurer Report

- Completed the audit successfully in July.
- Will continue quarterly audits. First quarter audit will be in October.
- Budget – spent time on the budget with the presidents before the meeting. We have a large carry over and reviewed how we are planning to spend \$24k of the carry over in 2019-2020. We did well with the AG Fund and didn't spend down the carry over. We sent 15k to Sedgfield.
- Bulldog Club money came in through the Back to School forms and the PTO will provide them their money since they manage and spend their own budget.
- Proposed PTO Operating Budget is 87k for this year.
- Thinking forward about how many matching gifts we will receive and if we will be as successful with the AG Fund as last year.
- Request to include last year's numbers in the budget to track differences.
- 433 families have paid student fees so far and we are tracking similar to last year.
- A few less families are paying the paypal 3% fee compared to last year.
- Increase communication on the importance of paying student fees which pays for each child's agenda and vocabulary book. **2 Actions:**
 - Need to send a special Bulldog Bulletin to push the student fees and a link to the form.
 - Would also be good for advisory teachers to send a note to reinforce the completion of the student fee as it pays for the agenda and the vocabulary book.
- Keeping grade level allocations same as last year for 6th and 7th grade. Field trips for 6 and 7th grade do not go through the PTO budget. The 8th grade budget was \$2500 last year and are planning a bigger budget for this year. Eighth grade spent over their planned expense last year due to extra events/ activities: trip to Carowinds, 8th grade EOY events, t-shirts. Will not do the DC trip again for 8th grade. T-shirts were \$3k, Kona Ice for \$700, 1800 in scholarships. CMS paid to get the kids there and the PTO paid to get the kids home. Kids paid – ticket, lunch, and transportation for \$65. If you had a gold card – you just paid for transportation and lunch. PTO spent \$2700 on the bus transportation home. This year the PTO would like to pay the ticket for volunteers if the budget allows.
- CMS spent \$300 for transportation there from CMS and we have \$2100 left in the transportation budget (which originally came from the DC trip fund that we no longer take). Mr. Folk says we can also use the \$2100 for other expenses.
- 8th grade spent \$1800 on powderpuff t-shirts last year. Discussed that kids would all like to receive shirts not just powderpuff this early in the year. Decided not to do powderpuff shirts and give all students their 8th grade

t-shirts early. **Action:** Mr. Folk to go back to the 8th grade team and let them know we aren't going to do powderpuff t-shirts but are going to order the 8th grade t-shirts now and duplicate the t-shirt order from last year.

- Added \$800 to the afterschool clubs, Dr. Washburn will be responsible for afterschool clubs.
- Have a plug for \$17,000 for technology budget and will need to update that when we know expenses. Want to continue IXL and news ELA which are both expensive. News ELA is a subscription is coming up and Mr. Folk and Courtney Armstrong are looking at the utilization. Brain Pop and Study Island are also being reviewed.
- Approved expense of Promethean soundbar speakers. The speakers will be added to the planned upgrade (\$780) and will go against tech budget
- Approved Poster Machine Supplies \$1500 and will go against the technology budget, Plan to move the item to back to school sub-section of the budget.
- Spent on Back to School budget: umbrellas, staff shirt as a back to school gift. Spent \$5k on the teachers' lounge.
- Directory will be online so there is no expense.
- Operational fees and school support estimates are based on historicals. Paypal fees may increase next year.
- Meeting with Campus Beautification for plans and scope. Need to continue campus beautification day for students/ parents to get involved. Need to scale back pressure washing potentially or be more targeted. CMS did some shrub and tree topping. Beautification then had a trimming done to shape the shrubs/ tree.
- New line items Beta Club and Bulldog Bonanza.
- Hospitality rolls up in to Staff Appreciation.
- Need to add potential centennial expense – TBD.

President Report

- The Bulldog Club is busy with new projects. Field house and storage for all athletic supplies and a concession area. Could also be used for grade level events. Would include new bleachers on both sides and a new scoreboard. Plan to add outdoor restrooms. Not open to the public. Only open during AG events. Baseball area redesigned. Baseball field and football field connected by a patio area.
- Potential updates - Media center refresh ~\$75k including a mobile/ glass wall, and floor restoration, etc.
- Centennial campaign – bundle Athletic Field upgrades (field house, bleacher and score board ~\$300k), Baseball component ~\$150k , media center refresh ~\$75k, and floor/ other?
- Have a donor that will give a substantial amount and wants the naming rights to the Athletic Field. May get a donation from the church that uses AG on Sundays.
- Track will be resurfaced this summer.
- Need to meet and determine timing and focus for Centennial campaign and how AG Fund is separate campaign.
- Mr. Folk wants the field house and the media center upgrade this summer.

Meeting adjourned at 10:50 am