

Executive Board Meeting Minutes

AGMS PTO



October 8, 2021

Alexander Graham Middle School Media Center

Attachments: September AGMS PTO Executive Board Meeting minutes; AGMS PTO Financial Report

BOD Members present: Trina Cone, Kathy Shields, Claire Marston, Denise Pineno, Kris Humphreys, Ali Hoce, Tracie Northan, Robert Folk, Shelly Cole

BOD Members Absent: Brooke Koppang

Approval of September EB meeting Minutes- *Trina Cone*

Trina asked for a motion to vote to approve the minutes subject to the addition of the approval of the Budget at the September meeting and Tracie seconded with the Board approving the minutes with a unanimous vote.

Principal Update -*Mr. Folk*

- Agendas have shipped- should be here next Tuesday
 - PTO has not paid yet, Folk to send Shelly the invoice
 - Final fees reminder to go out in Bulldog Bulletin
- Challenges-
 - District working on leveling-
 - Average Daily attendance of the 20th day of school is what the State looks at to establish district enrollment numbers. This then equates to the funding provided by the state per pupil then translates into staff positions.
 - CMS enrollment is down in most schools with numbers which could impact staffing
 - Virtual schools are super under-staffed
 - AGMS absorbed a 7th grade position into an 8th grade classroom
 - No current vacancies, waiting to see if cuts need to be made
 - AGMS on paper currently has 3 positions that might need to be cut, holding out on making reductions
 - Some schools losing as many as 8 positions
 - Pushing for district to not make changes based on this year's numbers
 - Volunteers-
 - District did not want volunteers in the buildings
 - Elementary level was where the issues were
 - Past Wednesday new memo from district approving volunteers in the school
 - Perspective Parent night- cautious about numbers, no food offered so masks stay on
 - Student Dispersal from classrooms-
 - Still having trouble with substitutes across the district
 - Using staff to cover classes

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- Need more subs, district encouraging families to apply
- If you have ever been certified to teach you get \$103/day- part of the problem is low pay
- Elective subs only come in from 10-3:30, 8th grade subs leave early
- Need more folding black tables being used for lunch
 - Need 5 more
 - Light weight black and they close
- Grading- Prepare Rehearse Perform
 - Grading is new policy for entire district- idea was to mimic the learning cycle
 - Prepare with foundational instruction
 - Rehearse- practice with what you learn
 - Perform- final assessment to show what student has learned
 - PowerSchool set up per school
 - breakdown 50%, 30%, 20%
 - 2nd chance test can now be granted a 100%

AG Fund Update- *Kathy Shields*

- Meeting with Mr. Folk today to get info about non corporate sponsors for AG Fund
- Fund wants to do a Pie Chart of what things the Fund covers
 - Add up all expenses and then do an asterisk with AG Fund funds majority
 - Goal is to show that the fund is critical and brings value to the student

Financial Report- *Shelly Cole*

- Parent Fees- \$14,500 approximately
- Attachment through end of September- quiet month all in all
- Deposited the yearbook check
- Purchased vocab books \$17k
- \$9500 for gift cards hoodies and tumblers
- Software includes the annual fee won't be as much in future months, monthly Zoom
- Pressure washing was over \$2k
- Lawn maintenance researched by Michele Mangan, 2021-21 Selwyn PTA President, to be sure the company was doing all the trimming and additional maintenance
- Audit for September coming tomorrow
- 6th grade Open House only has one expense paid
- Post office invoice- Shelly to investigate
- Thuy Tri doing Corp Rebates wants to do shop with Scrips and use as a fundraiser
 - Order in advance- PTO order

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- People can purchase through an app with credit card or you get them as e-giftcard, fees to parents
- Discussion about the ROI
- Future Corp Rebates person to make call on whether to continue Scrips deal

Other Business- *Kathy Shields*

- Homecoming chairs (Bulldog Bonanza Chairs)- new event this year
 - Oct 20th football game
 - Have 2 food trucks pom poms balloon arches, no DJ 4:30-7p encourage AG apparel & colors, painting the rock
- Prospective Open House Nov 9
 - Working on communication
 - Taking physical fliers to Pinewood & Montclair
 - Tours available for scheduling monthly on the website
- Student recognition
 - Honor Roll celebration- typically a Costco cake but now individual treats
 - End of year Ice Cream Truck
 - DukeTIP recognition
 - New program on character development,
 - Kona Ice Truck moved to next week

Action Item Review- *Ali Hoce*

- Ali, Shelley & Denise to do a little research for hard copies of minutes, etc –
 - bank requires minutes from the meeting where officers are voted in
 - Everything on the google drive for last 7 years- shred old docs
 - 7 years ago PTA changed to PTO
 - Will try to keep files somewhere at School
- Tracie- add a line about extending the fee deadline, wait to send out the special bulletin when agendas arrive
- Shelly- Elect Audit Committee at Parent Breakfast , Check the by-laws
 - Thought of scholarship for Student Fees on the payment page for future years , Generic donation link not tied through back to schools
- 5 folding tables for Mr Folk
- Claire and Brooke to update and meet with Folk re: Media Center
 - Next steps are meeting with Media Center volunteer

New Action Items:

- Ali: find a spot on campus for PTO files
- Mr Folk: follow up with Melanie Bowers at CMS about translating the Bulletin into Spanish – starting Oct 15
- Tracie: Final push for Bulldog Bulletin and parent fees
- Trina: to tell Thuy to get in touch with Shelly about Scrips to set up depositing & to go ahead
- Kathy to remind Student Recog to send blurb to Bulldog Bulletin

Meeting Wrap Up- *Trina Cone/Kathy Shields*