

RS Payne Elementary PTO Meeting Minutes
February 2, 2017

A meeting of the RS Payne Elementary PTO was held on February 2, 2017. In attendance were the following people: Cindy Tolle, Keeley Tuggle, Eliana Lobb, Trish Pabis, Adrienne Scruggs, Alys Miller, faculty member, Lori Smith, and Principal Blakely.

Treasurer Trish Pabis presided over the meeting, as President Quinones was unable to attend. Pabis offered a brief welcome to everyone and introductions were made among those present, as a sign-in sheet was circulated for all to sign. Next, a motion was made by Pabis to approve the January meeting minutes. The motion was seconded and carried. As an FYI, this school year, meeting minutes will be sent out via Infinite Campus by Ms. Davis, and will also be posted on the school's website.

A motion was also made by Keeley Tuggle to amend information in the December meeting minutes. It was previously listed that the purchase price of spiritwear t-shirts is \$3 a shirt--this information was noted incorrectly--the actual cost to purchase a shirt is \$5 per shirt. The motion to note and document this amended information was seconded and approved.

Principal's Report: The Principal's Cabinet, composed of zoned and GO student representatives, recently voted to make some cosmetic enhancements to the flagpole area in front of the school building--some shrubs have been removed to make way for a new flower garden, which will be encircled with handprints from teachers and students. The committee has also designed a RSP-themed flag that will fly over the primary door entrance to the school.

COMMITTEE REPORTS:

TREASURER'S REPORT: Treasurer Pabis distributed and briefly reviewed a summary report of income intakes and expenses to date.

STAFF REPORT: Ms. Smith noted that several handheld microphones that are used in the auditorium are nowhere to be found. These microphones are used for plays, assemblies, special events, etc., so if they are not found, they will need to be replaced ASAP. Point Source Audio (sound check and equipment company) will be coming out soon to do an equipment and cost assessment. Once this process is complete, Ms. Smith will report back to the PTO regarding present needs.

FUNDRAISING: The next restaurant night is TBD. If there is a February restaurant night, Ms. Smith requested that it not be scheduled for February 21st, as this is the evening that 3rd grade GO will be hosting their own restaurant night to raise money for the 3rd grade GO play.

Please remember, if you haven't already, to sign up for the Community Rewards program at kroger.com/community rewards. Once you go on-line to register your Kroger

Plus card with this program, look for our school either by name (RS Payne Elementary) or enter our school identification code: 90868. If you have any questions about this process, please follow-up with a member of the PTO Executive Committee.

Also, if you find yourself shopping at Office Max, please mention our school at checkout--doing so will ensure that a portion of your purchase proceeds benefit our school.

TEACHER APPRECIATION: Valentine's Day treats will be delivered to all staff. The next teacher appreciation event, following Valentine's Day, is scheduled for March--a March Madness ice cream social. More details are to follow with ways to help and support this popular event. Teacher Appreciation Week events will also be set for sometime in May.

CARNIVAL: Carnival is set for April 1, 2017 from 11am-3pm. Adrienne Scruggs, Chair, reported that Dara Hill has been recruited to run concessions on event day. Featured food items for the day include snow cones, cotton candy, popcorn, pizza, lemonade, and bottled water.

Chair Scruggs is set to speak to faculty and staff about volunteer opportunities with carnival on Feb. 20. There are also plans for several solicitations to go out for the event--for financial support to cover event expenses and needs/supplies; for donations/goods for the event; and for parent/family volunteers as well. It takes many hands to make carnival a success, so please look out for, and consider, these opportunities to be of help.

A generous donation was received from Ford Mays to assist with carnival expenses. Bank of the James will sponsor a bounce house this year. Chair Scruggs was also happy to report that expenses related to this year's raffle items have also been covered at this point as well. This year's raffle prizes include the opportunity to win \$400 in cash or a set of Beats wireless headphones.

Also, Trish Pabis, Silent Auction chair, is looking for a co-chair to assist with plans for this portion of Carnival. Volunteers are also needed to solicit items for Silent Auction from local businesses, and work the event on April 1. If you are interested in volunteering in any of these capacities, please let Chair Scruggs or Trish Pabis know. Please also be on the lookout for a flyer that will be coming home in student backpacks regarding ways that you can help out with the themed auction baskets that are provided by each grade's parents.

ADDITIONAL BUSINESS: The budget process for next year will need to commence soon. Trish Pabis plans to finalize and distribute budget request forms, in preparation for this process, to teachers and committee chairs soon.

With no further business or announcements to discuss, a motion to adjourn the meeting was made, seconded, and carried. As such, the meeting was adjourned. The next PTO

meeting will be **Thursday, March 9 (post-intercession), at 10:30 am, meeting room TBD.**

Respectfully submitted by:
Cindy Tolle, Recording Secretary
RS Payne PTO, 2016-17