

RS Payne Elementary PTO Meeting Minutes
November 3, 2016

A meeting of the RS Payne Elementary PTO was held on November 3, 2016. In attendance were the following people: Trish Pabis, Cindy Tolle, Brentz East, Sheri Quinones, Heather Somers, Liz Dop, Leslie Salazar, Ruth Boswell, Leah Jennings, Jennifer Mann, Neal Davidson, Eliana Lobb, Principal Blakely and his guest, Laurie Croft, and faculty member, Lori Smith (GO).

President Sheri Quinones 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 President Quinones to approve the October 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.

Staff Requests: Pricing has been obtained for the noise level signage that Mr. Blakely discussed placing around the school, in common areas, at our last meeting. Pricing is \$379.99--this pricing covers signage for all hallways and the cafeteria. Teachers will create their own signage for their classrooms. Based on this pricing, a motion was made to approve the purchase of this signage, with PTO funds, at the above listed cost (\$379.99). This motion was seconded, approved, and carried.

Principal's Report: Mr. Blakely noted that the next Principal's Coffee and Tea has been **tentatively** set for November 17 from 6:30-7:30 pm.

COMMITTEE REPORTS:

TREASURER'S REPORT: Treasurer Pabis distributed a summary report to all in attendance listing income intakes and expenses paid since our last meeting. She (Pabis) also noted that the balance of the PTO loan to the STREAM lab (to get the lab up and running) is \$247.33. At some point, the PTO will either need to forgive this remaining loan amount or find donors to cover this remaining amount. Cindy Tolle will follow-up with a couple of potential contacts that had previously expressed interest in supporting the STREAM lab (the Rotary Club and the Future Focus Foundation).

Treasurer Pabis also discussed that it is the PTO's intention to seek its 501(c)3 status. PTO volunteer Heather Somers will assist with this process. Costs associated with obtaining this status (helpful for appropriately acknowledging donations, especially at carnival time, within the community) include a one-time application fee of \$275.00 and an on-going registration/annual fee of \$75.00. Ms. Pabis would like to move forward with this process and presented a motion to the group to approve PTO funding, up to \$500 (should any additional fees associated with this process potentially arise), to take care of costs associated with this application and approval process. This motion was seconded, approved, and carried.

FUNDRAISING: The next restaurant night will be held on November 15 at the following participating Pizza Hut locations: Memorial Avenue, Waterlick Road, and Boonsboro Road. Up to 20% of purchases will be donated back to our school (if intake for the evening is less than \$300, the return back to the school would only be around 10% of generated income). Our December restaurant night is tentatively set for Dec. 13 at Chipotle from 2-8 pm. More information will be communicated regarding this next restaurant night closer to the event date.

Please remember, if you haven't already, to sign up for the Community Rewards program at [kroger.com/community](https://www.kroger.com/community-rewards) 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.

SPIRIT DAY: The next Spirit Day is set for Nov. 4. A donor has been secured to cover costs associated with additional t-shirt purchases for new/incoming students this school year, so Keeley Tuggle will move forward with a re-order. At present, there are only 11 t-shirts left in student sizes. These shirts have been very popular with the student body.

TEACHER APPRECIATION: A sign-up genius has been created to secure food/snacks for staff/teachers during upcoming parent/teacher conferences. The next Teacher Appreciation event will tentatively happen during American Education Week, set for Nov. 14-18. Teachers/staff will receive a small token, chocolates, in their mailboxes to commemorate this week.

Superintendent's Parent Advisory Council (Update): Following are some bullet point "highlights" from this meeting as noted by Brentz East, PTO parent and member of the council:

- student enrollment is steady across all schools
- LCS was up four points in math and two points in reading for SOLs. As a point of reference, Virginia schools, as a whole, did not see this level of achievement increases
- school safety issues, especially timely notifications for parents regarding lockdowns, were discussed
- Dr. Brabrand is cautiously optimistic that teachers will receive pay raises this budget year
- the upcoming school calendar (17-18) was discussed and Dr. Brabrand assured parents that the recent calendar changes (shortened summer break, intercessions, etc.) are NOT indicative of a move towards "year-round" schooling
- it was also noted that cell phone possession among elementary students is on

the rise and if these students do choose to have a cell phone at school, it is imperative that the phones stay in their backpacks during school hours/ instruction time

The next Superintendent's Parent Advisory Council meeting is set for December 8. If you have any concerns or positive remarks that you would like to offer prior to the next meeting, please forward those remarks/comments to Brentz East, our representative, at beast@apifunds.com.

UPCOMING VOLUNTEER OPPORTUNITIES: Candy Cane Clubhouse, a popular holiday fundraiser and school event, is in need of a coordinator and committee to execute this event. As an FYI, this event is budgeted to bring in \$1000 in income and has a budget of \$2000 for expenses. This committee will need to mobilize immediately to ensure a successful event, so please contact Trish Pabis if you are interested in assuming a leadership or committee role for Candy Cane Clubhouse. Tentative dates for the event are December 13-16. Look for a sign-up genius soon asking for store supplies/donations and volunteer helpers to assist during clubhouse store hours.

ADDITIONAL BUSINESS: There are still some unfilled PTO Board positions for the year. Please let President Quinones know if you, or anyone you may know, has an interest in learning more about, or filling, any of these open positions.

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, December 1, 2016, at 6:30 pm at RS Payne, meeting room TBD.**

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

