

Henderson Ward Stewart PTO
Executive Board Meeting Minutes
July 30, 2015 ~ Henderson Library

Meeting was called to order by Tina Green, Co-President, at 12:01 PM.

Members in attendance: Tammy Allen, Kimberly Cooper, Jennifer Davis, Kristin Edelblute, Amy Fountain, Tina Green, Michelle Jones, Rahel Mathews, Jennifer McPherson, Emily Owen, Cassandra Palmer, Amanda Sorrells, Jacqueline Vinson, Emily Washburn, Candace Webster

Also in attendance: Henderson Principal Julie Kennedy, Ward Stewart Principal Diane Baker

- I. Introductions of all in attendance
- II. Principals' Reports
 - a. Mrs. Kennedy – Thanks to PTO for help and resources provided
 - b. Mrs. Baker – Thanks to PTO; Requested PTO purchase of 11 sets of walkie-talkies (3 per set) for WS teachers on playground at total cost of \$835.89 – to be discussed in new business
- III. Minutes from May 14 meeting – Tammy Allen motioned to approve, Emily Owen seconded, and motion passed unanimously.
- IV. Treasurer's Report – Jennifer McPherson reviewed May & June activity and presented proposed 2015-16 budget for approval; New budget line items include summer science camps and walk to school days; \$20,000 is reflected in "Other Expense" for school needs that are undetermined at this time; Mrs. Baker suggested that PTO consider purchasing playground equipment for special needs children; Michelle Jones proposed increasing budgeted expenses for fundraiser (\$24,000) and t-shirts (\$8,000) since bottom line of \$8,359.04 is more than adequate; Jennifer McPherson motioned that proposed 2015-16 budget, with those increases, be accepted, Michelle Jones seconded, and motion passed unanimously
- V. Project Updates
 - a. Membership – Tina Green reported that Natalie Jolley is chair but needs co-chair
 - b. New Teacher Packets – Tina Green reported that packets were given to principals today; include \$50 Walmart gift card, tshirt, \$50 Scholastic dollars for use at fall book fair, and welcome letter from PTO
 - c. T-Shirts – Tina Green reported that t-shirts are selling well (over \$3,300 collected so far); Jennifer Davis noted that order forms would be used to re-order sold out sizes/colors and shared artwork for long-sleeve T-shirt to be sold later in year
 - d. Chocolate Fundraiser – Emily Owen reported that we would continue the \$6 candy fundraiser through World's Finest Chocolate; fundraiser scheduled for August 27-September 11

- e. Box Tops – Tina Green reported that Lari Wright would be scheduling a box top drive with incentives; box tops should be clipped and placed in baggies in groups of 50, labeled with student and teacher names
- f. Kroger Cards - Amy Fountain reported that everyone should link Kroger shopper numbers to Starkville SD; Flier with Kroger, Papa John's, and Box Top information is prepared for distribution at Sudduth & HWS
- g. Clothes Closet – Tina Green reported that a new chairperson is needed; Candace Webster volunteered; possibility of purchasing uniforms at discount through Flip Side consignment store; Candace Webster will inventory both schools' closets & report at next meeting on needs
- h. Book Fair – Tina Green reported that we plan to host fall and spring book fairs; dates are to be determined
- i. School Supply Kits – Kristin Edelblute reported that kits have been delivered to the school; some items were damaged and she is reviewing needs for replacement items; PTO may deliver to individual classrooms

VI. New Business

- a. Sign-Ups for Open House - Ward Stewart on August 6 (8-11; 12:30-4); Henderson on August 7 (12-4); Tina Green provided sign-up sheet or sign up online
- b. Project Chairs – Tina Green noted that many positions still need filling: Minigrants co-chair, Red Ribbon Week, Membership co-chair, T-Shirts co-chair, Book Fair co-chair, Buzzys, Yearbook co-chair, Refill the Hill, Teacher Appreciation Week co-chair, Papa John's, Walk to School; Secretary position also needs filling (Qula Madkin will be moving); Tina Green provided sign-up sheet
- c. Principal Requests – Mrs. Baker requested purchase of walkie-talkies; Mrs. Kennedy requested purchase of tardy sign for Henderson office; Jennifer McPherson motioned to purchase walkie-talkies (not to exceed \$900) and tardy sign (not to exceed \$250); Michelle Jones seconded, and motion passed unanimously

- VII. Starkville Oktibbeha SD Executive PTO Report – Cassandra Palmer reported that PTO membership amounts had been slightly adjusted for ease in calculation (District PTO will get \$1 and each school will get \$1); Discussion about legislative issues, including the district's desegregation order status and State Initiative 42; New Maroon Friday t-shirt

- VIII. Monthly Meeting Time – set for 2nd Thursday of each month at noon in Henderson library; next meeting September 10

- IX. Upcoming Dates – dates on agenda were reviewed; Run for Education on September 12

Meeting was adjourned at 12:56 PM.