

Marshall Elementary PTO

Meeting Minutes

2 April, 2019

Marshall Elementary School Library, 6:30 pm

- **Call to Order**

- Introductions/roll call : 6:34 p.m.
 - Present: Lisa Rylatt, Shannon Bennett, Monica Benolkin, Amanda Carlson, Suzanne Shelain, Alison Rotello, Sara Alesandrini, Chris Alesandrini, Emily Muserallo, Joshua Rollins, Liz Goble
- Review, approval of March meeting minutes
 - Liz Goble moved to approve March minutes. Suzanne Shelain 2nd

Co-President's Report (Liz Goble and Lisa Rylatt)

- Vote for Co-Treasurers Sara and Chris Alesandrini for remaining of 2018/2019 and continue for 2019/2020
 - Lisa Rylatt moves to vote for co-treasurers. Suzanne 2nds the motion. Sara and Chris Alesandrini voted in as co-treasurers.
- Report on: Beef-a-Roo Night
 - Beef-a-Roo Night was well attended. We are still waiting on a check. 20% goes to PTO. We can set up Beef-a-Roo nights in August for next school year (one in fall and one in spring).
- SENG opportunity for parents paid by PTO for webinars
 - Social & Emotional Needs for Gifted Child
 - Liz Goble looking into memberships for PTO. They can offer \$99/year for 10 open-ended memberships. Discussion about
 - possibilities of 6:00 p.m. viewing of videos
 - buying only one membership and starting small
 - possibility for discount code for Marshall families and PTO subsidize cost for families
 - Possibility of videos during Back to School Night.
 - Liz Goble motions to pre-approve 1 membership for PTO and call SENG for info on discount codes for Marshall families. Chris Alesandrini 2nds. Motion passes.
- Looking forward:
 - **Jodey Vass**: Book Fair April 8-12
 - **Allison Rotello**: Talent: and Art Show April 11
 - Over 50 acts are scheduled.

- Are K-Kids doing concessions?
 - Need a new person for Talent Show for next year
- **Grade Reps:** Staff Appreciation Week May 6-10
 - Emily Muserallo is talking with grade reps re: plan for Staff Appreciation Week.
 - Includes all staff and teachers

Vice President's Report (Doreen Pierce)- reported by Lisa Rylatt

- Report from committee to update Bylaw discrepancies
- Nominating committee for 2019/2020 PTO officers. Presentation of slate of officers for nomination for vote in May.
 - Co-Presidents (2):
 - Doreen Pierce
 - Empty
 - Co-Vice President (2)
 - Empty
 - Secretary
 - Monica Benolkin
 - Assistant Secretary
 - Emily Muserallo
 - Treasurer
 - Chris Alesandrini (with the help of Sara Alesandrini)
 - Assistant Treasurer
 - Empty
 - 1st Grade Rep
 - Empty
 - 2nd grade rep
 - Melissa Kloc
 - 3rd grade rep
 - Amanda Carlson
 - 4th grade rep
 - Empty
 - Parents-At-Large (4)
 - Julia Kindler
 - Jillisa Bondurant
 - Empty
 - Empty
- Lisa Rylatt motions to nominate slate. Liz 2nds. Motion approved. Voted on next month.
- Liz provided information about federal taxes being late in 2016-2017 school year. Fine has been forgiven. Must never be late again. Fines accrue daily. An audit was done by third person party Kathleen Rinaldo for the past two fiscal years for \$150.00 she provided an official letter as such. This was done prior to handing over Treasurer info to Chris and Sara. Liz and Lisa strongly recommend to continue with annual audits.

Treasurer's Report

- Monthly Report
 - Chris says doing an audit is in the by-laws. If we want to stop, we'll need a discussion to amend the bylaws.
 - Chris Alesandrini emphasizes the importance of staying on top of state & federal taxes.
 - Bank balance: \$36,183.13
 - PTO would like some plan for outdoor space or plan on how to spend money from fundraiser. Would like something on agenda for May meeting concerning how to spend money. Liz stated to Mr. Rollins that Jessica Powell would need to do this.
 - Flyer to parents communicating everything PTO does for school would be a good, i.e. "thank you" from the school to PTO

- Report on Facebook "Giving Tuesday" and Amazon Smile
 - Facebook group name has been changed. Still working on getting the money from facebook.
- Report on Every Day Fundraising by Shannon Bennett
 - No update.

Secretary's Report (Sarah Grisanzio)- Sarah absent. No report given.

Principal's Report (Jessica Powell)- Given by Josh Rollin

- IAR testing April 15th-26th
- Field trips
 - 4th grade to Museum of Science & Industry- May 2nd
 - 3rd grade to Cave of the Mounds- April 9th
- STREAM Camp approved- June 10th-14th (called Rhythm & STREAM)
 - Click on peachjar flier to get info
- Chair covers- 1st, 2nd, and 3rd grades are interested. Liz says teachers need to choose which covers they want.
- Lunchcarts- Need 15 to cover classrooms

Discussion at Large

- Liz Goble says 4th grade requesting a grant for laptop desks and cushions. Would like 24 cushions and 12 laptop desks. Suzanne motions to grant up to \$500. Amanda 2nds. Motion passes.
- **Adjournment: 7:57**
 - Shannon motions to adjourn. Liz 2nds.

**Next PTO Meeting: Tuesday, May 7, 2019, Staff Connections 6 pm,
PTO Meeting 6:30 pm Marshall Elementary School Library**