

PLATTE RIVER ACADEMY
PTO Board Minutes
May 11, 2009

Attendance: Carrie Brill-Heim, Pam Carter, Nicole Cimbura, Susan Klee, Kim Klein, Crystal Lytle, Deb Montelli, Diane Phillips and Shelly Torgerson. Also present were Bob Barber, Dana Ulrich, Eric Bookman, Chris Hovater, and Mike Willsea.

Nicole Cimbura, President, determined a quorum present and called the meeting to order at 6:36pm. Diane Phillips, Secretary, recorded the minutes of the meeting.

1. Treasurer's Report

Carrie distributed the financials for the month of April. She provided a review and discussion of the financials. She also requested that all receipts be submitted for reimbursement so that she could close the books for the end of the 2008-2009 school year.

2. Approve Minutes

The minutes of the March and April meetings were distributed for review. After review, Nicole moved to approve the March Board meeting minutes. Pam seconded the motion and the motion unanimously passed. Next, Kim moved to approve the April Board meeting minutes. Shelly seconded the motion and the motion unanimously passed.

3. New Business

A. Fund Requests

(i) *Request for Die Cuts* — Mrs. Young submitted a request in the amount of \$941 for the purchase of die cuts and cases. After a full and lengthy discussion it was determined to approve the request minus the alphabet die cuts. A motion was made by Shelly and seconded by Kim to approve the request for funds in the amount of \$491 to purchase certain die cuts and die cut cases.

(ii) *Request for AA Batteries* – Mrs. Young submitted a request in the amount \$166 to purchase AA batteries for the Alpha Smart personal computer keyboards. After discussion, Diane moved to approve the funds in the amount of \$166 for the purchase of AA batteries. Nicole seconded the motion and the motion unanimously passed.

(iii) *Request for Graduation DVDs* — Mike Willsea requested funds in the amount \$600 for the purchase of 50+ Recordable DVDs, DVD cases and toner. He stated that he would prepare and arrange the pictures, burn the DVDs and create the cover art for the graduating class. After review and discussion, Debbie moved to approve the request for \$600 for the purchase of 50+ DVDs, DVD cases and toner. Kim seconded the motion and the motion unanimously passed.

B. PTO Board Update. Nicole stated that she would like an update on Board members returning for the upcoming 2009-2010 school year. She asked Debbie Montelli if she was planning on returning next year to serve on the Board. Debbie confirmed that she plans to remain on the Board for the next school year.

C. Elitich Gardens Night – Kim reported on a Douglas County School District fundraising event. PRA will receive \$3 or \$1 as a fundraiser. Diane requested clarification regarding this fundraiser. This is noted that this was not a PTO fundraiser.

D. Storage Request – Dana requested that the Board address the issue regarding storage room for some of the items used for Hospitality events. The Board tabled the discussion.

4. Committee Reports

- Bake Sale— Kim reported on two emails she had received regarding pre-packaged items versus baked items. Nicole stated she would respond. After discussion, Pam motioned to continue Bake Sale as is. Diane seconded the motion and the motion unanimously passed.
- Box Tops—Nicole mentioned that she had received one email from a parent’s concern regarding the coloring sheets being sent home in the Thursday folders. After a lengthy discussion, Debbie informed the Board that no cost was incurred for the printing of the sheets. The printing was all donated. She also reported that to date \$3,218 had been raised for Box Tops. She also stated that for the school year, 25% of the sheets were returned by Middle School students, of which some were colored, and 25% of the sheets were returned from Grades K-5. The remaining Box Tops were submitted in baggies.
- Grocery Certificates/Scrip—Kim reported that Scrips were doing well.
- Hospitality—Crystal discussed the various issues relating to Muffins for Mom. She reported that several parents were not pleased with the event. She also stated that parents need to be more considerate and RSVP for future events.
- Teacher Appreciation—Shelly, no report.
- Hot Lunch/Milk—Nicole stated that she would make a statement at the beginning of the school year to inform PRA parents how the money is used from the funds that are raised from Hot Lunch/Milk, such as paying salaries and cost increase.
- Middle School—Debbie reported that Joan Gilmore was considering Chairing Middle School next year.
- Peach Sales— Kim –Completed.
- Restaurants—Nicole reported that the Committee was considering Baskin Robbins in September.
- Sally Foster—Diane—Completed.
- School Supplies—Kim discussed the Order Form.
- Silent Auction – Debbie stated that there were a few outstanding items to complete, such as the sign for the recipient who purchased the parking space at the Silent Auction and the Dinners on the Roof.
- Social/Special Events—Dana reported that the Hawaiian Luau was a success. She reported that expenses exceeded the budget from \$1300 to \$1333.32. She next requested additional funds to replace the bean bags that were stolen that evening. It was requested that she purchase and replace the bean bags and submit a receipt for reimbursement.
- Spirit Clothing—Chris reported on one new vendor, Summit Sportswear, for Spirit Clothing for the upcoming 2009-2010 school year. She distributed samples of the art work. She had prices for T-shirts and hoodies but still needed more information regarding set-up costs and the prices for long sleeve t-shirts. She will continue to discuss this with each vendor in order to make a decision on which vendor to use.
- Student Directories—Nicole, no report.
- Used Uniforms—Shelly/Kim reported that there is a request for reimbursement for detergent.
- Teacher Grants—Susan, no report.
- Hot Lunch Donations – Nicole, no report.
- PTO Bulletin Board—Crystal stated that she plans to combine pictures from the Silent Auction and Luau for the bulletin board.

6. Vice Principal's Report – Bob reported on the following:
 - Security Update – Changed the security buzzer on the front doors. There are plans to install windows on the Gym doors.
 - CSAP – 94% efficient-Advanced
 - Board Retreat – Board discussed a new Hot Lunch vendor may come to talk to PTO.

7. Governing Board – No report.

The President announced that the next meeting is scheduled for Monday, June 8, at 6:30pm at Hacienda Restaurant. There being no further business to discuss, the meeting adjourned at 8:56pm.