



**Baines Middle School PTO
Board Meeting Minutes
October 11, 2016
8:15 a.m.**

ATTENDEES: Karen Zylicz, Robin Warren, Sobana Rajagopal, Tracy Donovan, Gena Horak, J.J. Roberts, Anne Rotondo, Amy Sareen, Angie Roberts, Darla Goolsby, Sally Campbell, Melinda Slauson, Betty Yavar, Amy Lansford, Becky Mattson

CALL TO ORDER

I. Call to Order/Presence of a Quorum

Tracy Donovan called the meeting to order @ 8:19 a.m. A quorum was present to begin.

MOTIONS MADE:

- Motion to pay Baines MS an amount not to exceed \$930.99 for 163 Spanish/English dictionaries for each class
 - Gena Horak made a motion to pay Baines MS an amount not to exceed \$930.99 for 163 Spanish/English dictionaries for each class
 - Sally Campbell seconded the motion to pay Baines MS an amount not to exceed \$930.99 for 163 Spanish/English dictionaries for each class
 - *All in favor; motion passed*
- Motion to pay Baines MS an amount not to exceed \$801.01 for two iPads for the life skills class
 - Gena Horak makes a motion to pay Baines MS an amount not to exceed \$801.01 for two iPads for the life skills class
 - Melinda Slauson seconded the motion to pay Baines MS an amount not to exceed \$801.01 for two iPads for the life skills class
 - All in favor; motion passed
- Motion to pay Houston Party Rentals an amount not to exceed \$1087.50 for Boondoggle inflatables deposit
 - Melinda Slauson make a motion to pay Houston Party Rentals an amount not to exceed \$1087.50 for Boondoggle inflatables deposit
 - Anne Rotondo seconded the motion to pay Houston Party Rentals an amount not to exceed \$1087.50 for Boondoggle inflatables deposit
 - All in favor; motion passed
- Motion to approve the September PTO Board meeting minutes
 - Robin Warren made a motion to approve the September PTO Board Meeting minutes
 - Becky Mattson seconded the motion to approve the September PTO Board Meeting minutes
 - All in favor; motion passed
- Motion to pay Dominoes pizza an amount not to exceed \$700 for the 6th Grade Social
 - Darla Goolsby made a motion to pay Dominos pizza an amount not to exceed \$700 for the 6th Grade Social
 - Karen Zylicz seconded the motion to pay Dominoes pizza an amount not to exceed \$700 for the 6th Grade Social

- All in favor; motion passed
- Motion to pay Monica Passante \$1,133.38 for 6th Grade Social expenses
 - Darla Goolsby made a motion to pay Monica Passante \$1,133.38 for 6th Grade Social expenses
 - Gena Horak seconded the motion to pay Monica Passante \$1,133.38 for 6th Grade Social expenses
 - All in favor; motion passed
- Motion to pay Baines Middle School \$1000 for 4 new club start ups
 - Darla Goolsby made a motion to pay Baines Middle School \$1000 for 4 new club start ups
 - Sally Campbell seconded the motion to pay Baines Middle School \$1000 for 4 new club start ups
 - All in favor; motion passed

MINUTES:

I. Call to Order/Presence of a Quorum

Tracy Donovan called the meeting to order 8:19 a.m. Quorum was present to begin.

II. Principal's Report

J.J. Roberts

- Track Update-
 - Only small items left to finish; hopefully in next couple of weeks
 - Football team able to practice; not full access for PE
 - Lights are working
- Sound system update-
 - A representative from the district and sound system company have been assigned
 - They will need 3 days of uninterrupted time to install in the commons
- Athletics teams and Fine Arts classes are off to great start
- Staff changes-
 - Mr. Freeman is leaving; hiring for his position
 - Mrs. Wamble is leaving; hiring for her position
 - Mrs. Insley is officially starting this week. She is the fourth counselor and is assigned to 6th grade
- Community forum- be on the lookout for opportunity in late November to discuss zoning for the new middle school
- October is being referred to "Rocktober" to honor excellent teachers
- Clown threats taken seriously

III. Staff Representative

Angie Roberts

- 2 staff members have requested items
 - ESL department needs spanish/english dictionaries either for each classroom or each student
 - Motion to pay Baines MS an amount not to exceed \$930.99 for 163 Spanish/English dictionaries for each class
 - Gena Horak made a motion to pay Baines MS an amount not to exceed \$930.99 for 163 Spanish/English dictionaries for each class
 - Sally Campbell seconded the motion to pay Baines MS an amount not to exceed \$930.99 for 163 Spanish/English dictionaries for each class
 - *All in favor; motion passed*
 - Life skills class needs 2 classroom iPads for speech to text
 - Motion to pay Baines MS an amount not to exceed \$801.01 for two iPads for the life skills class
 - Gena Horak makes a motion to pay Baines MS an amount not to exceed \$801.01 for two iPads for the life skills class
 - Melinda Slauson seconded the motion to pay Baines MS an amount not to exceed \$801.01 for two iPads for the life skills class

- All in favor; motion passed

IV. First Vice Presidents of Fundraising Zylicz

Robin Warren/Karen

- Spirit Wear Distribution
 - Spirit Wear distribution is done
 - There is enough stock to sell the rest of the year
- Box tops
 - Contest on-going through October 21
- Boondoggle:
 - Need to pay downpayment for inflatables
 - Melinda Slauson make a motion to pay Houston Party Rentals an amount not to exceed \$1087.50 for Boondoggle inflatables deposit
 - Anne Rotondo seconded the motion to pay Houston Party Rentals an amount not to exceed \$1087.50 for Boondoggle inflatables deposit
 - *All in favor; motion passed*
 - Working on logistics of timing
- Restaurant nights-
 - Raising canes- October 21
 - Chick fil A- November 30
 - Bahama Bucks- mid December

V. Second Vice President of Budget

Amy Lansford

- Directory update-
 - Ads are complete
 - Need a better resolution for bell schedule
 - We need 385 directories for Longhorn Loot drive; will order 400

VI. Membership and Community Development Coordinator

Becky Mattson

- Longhorn Loot final total: \$39,000

VII. Secretary

Amy Sareen

- Approval of September PTO Board meeting minutes
 - Robin Warren made a motion to approve the September PTO Board Meeting minutes
 - Becky Mattson seconded the motion to approve the September PTO Board Meeting minutes
 - *All in favor; motion passed*

VIII. Treasurer

Darla Goolsby

- Review of finances
 - Bank Balance: \$147,592.69 as of September 30th
- Darla Goolsby made a motion to pay Dominos pizza an amount not to exceed \$700 for the 6th Grade Social
 - Karen Zylicz seconded the motion to pay Dominoes pizza an amount not to exceed \$700 for the 6th Grade Social
 - All in favor; motion passed

- Darla Goolsby made a motion to pay Monica Passante \$1,133.38 for 6th Grade Social expenses
 - Gena Horak seconded the motion to pay Monica Passante \$1,133.38 for 6th Grade Social expenses
 - All in favor; motion passed
- Darla Goolsby made a motion to pay Baines Middle School \$1000 for 4 new club start ups
 - Sally Campbell seconded the motion to pay Baines Middle School \$1000 for 4 new club start ups
 - All in favor; motion passed

**IX. Publicist
Campbell**

Anne Rotondo & Sally

- Everything is going well; publishing items received

X. VIPS Coordinators

Betty Yavar & Gena Horak

- September VIP of the Month
 - Nicole Cox and Connie Compagnino are the September VIPs of the Month
- Shared dreams
 - Baines Assigned Week is November 8, 9, & 10th
 - School will sponsor 1 family for Christmas
- Laminating/poster making
 - New team getting trained
- Criminal history background
 - Leave on website and links for reference

XI. Staff Appreciation

Sobana Rajogopal

- November 4th is the November Staff Lunch
- Will be requesting four volunteers

XII. Parliamentarian

Melinda Slauson

- Boondoggle update

XIII. Old Business/New Business

Tracy Donovan

- 6th grade social update
 - Glow theme
 - Ticket sales week of social Tuesday-Thursday
 - Bracelet distribution on Friday
- Career day update
 - February 3, 2017
 - On January 27, there will be a teacher breakfast to go over logistics
 - No picture students will have identification on name tag
- 7th grade social theme- Sugar Rush
- Insurance- renewed through PTO Today
- 4 new clubs receive \$250
- Discuss \$500 expenditure approval- Article VII, Section 7
- Office help on 10/18 in Allison's absence

Important Upcoming Dates:

Sixth Grade Social -	10/21
Eighth Grade Career Day -	2/3
Seventh Grade Social -	2/10
Boondoggle -	4/28

Vips thank you coffee- 5/19
Eighth Grade Exit - 5/19

Staff Appreciation Luncheons:

11/4
12/9 (hot chocolate/snacks)
2/10
4/7
5/1-5/5 Staff App Week

Meeting Dates (First Tuesday of every month at 8:15):

11/8
12/13 (evening meeting at Gena's)
1/10
2/14
3/7 (this is actually the 1st Tuesday)
4/11
5/16 (evening meeting-this is actually the 3rd Tuesday)

Meeting adjourned by Tracy Donovan at 9:40 a.m.