

**Cotswold School PTA Board of Directors
Meeting Minutes
July 15, 2014
At
Sherese Smith's Home**

Agenda Topics	Major Discussion Points	Next Steps (Who, what by when)
Attendees	<p>Officers Present: Morgan Cromwell, Susie Wilcox, Sandy White, Stacy Beard, Meghan Law, Alicia Hash, Melissa Curlin, Mandy Price, Kammi Updyke, Sherese Smith, Mary Barlow, Ashley Sellner, Renee Preece</p> <p>Officers Absent: Carrie Torres Guest: Dwight Hash</p> <p>According to the bylaws, a quorum consists of a majority of Board Members (7/14). With 13 out of 14 Board Members in attendance, a quorum was present.</p>	
Welcome and Review of Minutes	<p>Sherese called the meeting to order at 8:05PM.</p> <p>The minutes from the May 30, 2014 meeting were presented for approval. Sandy made a motion that they be approved. Melissa seconded the motion. VOTE: Approval was unanimous</p>	
Treasurer's Report	<p>With \$247,218.55 in income and \$177,044.16 in expenses, the balance stands at \$70,174.39</p> <ul style="list-style-type: none"> • Record receipts and disbursements by committee – a log sheet will be added to the blue folder to record. 	

	<ul style="list-style-type: none"> • Add a \$1 to membership for Lobby Guard, create a sign by the computer in the front office. • Adjust Beautification budget for 2014-15. • Increase Mentor’s budget to \$1750 to reflect the addition of girls to the program. • Review of United Script to find missing profits. • Set aside PTA paper to help with Cougar Folders. 	
<p>Principal’s Report</p>	<ul style="list-style-type: none"> • Summer program at Cotswold – 400 third graders from 5-8 schools. • Mary’s backpacks were a huge success. 40 kindergarteners (rising 1st graders received donations including 8 books, a workbook, math games, pencils, and crayons. Melissa suggested we look into using string bags from our closet next year. • Staffing changes for the coming year: 1. Ms. Steed moving to St. Louis; 2. Murrell to first grade; 3. King to first grade, to join Lock, Smith (student teacher), Lewis, Gilbert, Gill; 4. Second grade changes include a new teacher named Decoux (15 years experience), Prelipp to move, Van Stratt, Jones, Bullard, Dowker; 5. Scott McBride new to third grade will join Berry, Menzo, Lane, Pittman; 6. Fourth grade changes – Frey returning, MacGregor staying; 7. Fifth grade changes – Brown moving back to VA, Baker will join the team from W-S; 8. Connect changes – new half time staff in PE and Music (Travis Pike). • Ms. Berry is doing well. • Teacher letters sent out on August 11th to arrive on the 16th. • Student enrollment at 840. • Tech lab waiting on a teacher allotment. • Spanish and Art will be on a cart. • Working on murals and interior painting. • CMS is presently working on the drainage situation between the fourth grade hall and the kindergarten/first grade hall. 	

	<ul style="list-style-type: none"> • Cara Bernard will take Judy Schmidt's role in the front office. 	
Staff Report	<ul style="list-style-type: none"> • Nothing to report 	
Committee Updates	<p>Grounds Update – Sherese Smith</p> <ul style="list-style-type: none"> • CMS approved turf installation • Jeff Gross with Artificial Turf Products will begin August 1st. It should be a two week process. • Sonic will still be approached to provide financial assistance with other projects: Peaceful Playgrounds and Fitness Trail. <p>Let's Get Ready to Read – Ashley Sellner</p> <ul style="list-style-type: none"> • First event held on June 18th. • Because attendance was low and not our target audience, we cancelled the second event in July. • Evaluating changes for August meeting. <p>Packet Explanation – Sherese Smith</p> <ul style="list-style-type: none"> • Sign Code of Ethics and return to Ashley for filing purposes. • According to PTA bylaws, each board member must join the PTA and provide a financial contribution. • Changes to the Committee Roster: Pie Committee falls under Staff Appreciation; Katie Catron will be the girls' Mentor Coordinator; the Auction is tabled for this coming year, a Parents' Night Out will be held in its place; Katie Catron has been named the Sonic Liaison. • Calendar: Melissa will post updates on the site, notable dates include: Staff return on August 18th where items will be donated by the PTA 	

for breakfast and lunch, PTA Volunteer Meeting on 9/9 and the New Parent Dinner + Curriculum Night on 9/16, Book Fair has been moved to November 3rd-7th (Meet and Eat will be held on Thursday of that week instead of Tuesday because of Election Day), Staff Appreciation will be held in February, Boosterthon will start on March 24th, Mr. Clutts has considered moving Jump Rope for Heart to December, monthly Character Assemblies have been added, Daddy/Daughter Dance has not been scheduled.

Men of Cotswold - Dwight Hash

- Be There Dad (Jeff Usher) is consulting with CMS to strengthen male volunteers within the community of schools. Cotswold was chosen as a pilot location.
- They are trying to schedule Daddy Daughter Dances on the same evening as the other schools in the program.
- August 16th Kick-off for Families and Kids.
- Working on visibility and participation this coming year.
- There will be a liaison present at each BOD meeting from Men of Cotswold.

Media Guidelines - Melissa Curlin

- Articles and notifications for the PTA website must be submitted with 48 hour lead time.
- Sherri Cuevas is taking over Cougar Bites (submissions must be in on noon Wednesday, CB in the subject line)

	<p>Community Partners</p> <ul style="list-style-type: none"> • Creating new protocol for the coming year because partners were beginning to feel tapped out by the end of the year. • First look at the list of donated/promised goods created by Kammi Updyke and Monesha Patel. • Contact Kammi and Monesha for needs outside of the donation list with Community Partners. If the provider is not presently on the list, they can be contacted independently, however Kammi and Monesha need to be copied to the email to track trends with future businesses. 	
New Business/ Next Steps	<p>Email Committee Chairs to check in.</p> <p>August – folder distribution to Board Members and then to your corresponding Committee Chairs.</p> <p>Consider fundraising goals for this coming year. How do we want to earmark any excess funds?</p> <p>Committee Chairs will provide snacks/appetizers for the Volunteer Meeting in September. Sherese and Morgan will provide beverages.</p>	
Adjourn	The meeting was adjourned at 11:00 PM	

Upcoming Meeting Schedule:

We will meet for our next BOD meeting at the school, August 29, 2014.

Meeting Minutes submitted by Ashley Sellner, Secretary