

COTSWOLD SCHOOL PTA BOARD OF DIRECTORS

Meeting Minutes

January 29th, 2016

at Cotswold Elementary

Agenda Topics	Major Discussion Points	Next Steps (Who, What by When)
Attendees	<p>Officers Present: Morgan Cromwell, Alison Tennent, Katy Burge, Kelly Catanese, Ashley Sellner, Mandy Price, Sherese Smith, Mary Barlow, and Kathryn King. Staff Members Present: Alicia Hash, Genny Murrell. Officers Absent:, Stacy Beard, Emily Peterson</p> <p>According to the bylaws, a quorum consists of a majority of Board Members (7/14). With 11 out of 14 Board members in attendance, a quorum was present.</p>	
Welcome and Review of Minutes	<p>Morgan called the meeting to order at 9:40am. The minutes from the November 20, 2015 board meeting were presented for approval and minor corrections were made. Katy made a motion to approve the minutes. VOTE: Approval was unanimous.</p>	
Principal's Update	<ul style="list-style-type: none"> ● Ms. Hash reported that we have added 18 more students since Winter Break. ● There are no major staff changes but Ms. Harrison has been on medical leave and will be returning February 4th. ● The technology teacher will be going on maternity leave in April so a teacher assistant, Ms. Anderson will take over that role. ● Ms. Hunter will be returning to her position in April after her maternity leave. ● There is a good turn out for the 5th grade DC trip and she expects 90 students and chaperones to go on the trip. ● There are about 12 students and chaperones going to Italy in March. ● The Men of Cotswold have started a new basketball team for our 4th and 5th graders called Hype Team. It has been a positive experience for the students who practice once a week and have a game once a week. ● The staff retreat is coming up in March and the expected attendance is around 40. They are going to Myrtle Beach. ● The snow make up dates will be 2/16 and 4/25.. 	

<p>Teacher Report</p>	<ul style="list-style-type: none"> ● Ms. Murrell reported that Ms. Dowker has asked for some trees to be planted between the 2nd and 3rd grade halls and Kelly's committee is working on it. They plan to utilize a program sponsored by the City of Charlotte to have the trees donated. ● The recent early dismissal day was used as a Professional Development Day for the teachers. Dr. Chance Lewis facilitated a seminar that was about building relationships with students which will help resolve discipline issues. He provided books and materials and the teachers will be doing a book club to discuss his books. He will return at a later date to follow-up and answer questions. ● The last group of teachers to attend Ron Clark Academy will be going this month. 10 teachers will go this time. 	
<p>Budget Review</p>	<ul style="list-style-type: none"> ● The following line items been modified this month on the budget: Commit to Cotswold, Corporate Rebates, Community Partners, Daddy/Daughter Dance, Staff Appreciation, Basketball Uniforms, Grants, Kindergarten Field Trips, Professional Development, IB Retreat, Grants, Book Fair, Community Partner Stickers and Spirit Orders. ● The budget is still on target. The book fair brought in a profit of about \$4,000 which exceeded expectations. 	
<p>VP Admin Support</p>	<ul style="list-style-type: none"> ● <i>Clare's Garden Update:</i> <ul style="list-style-type: none"> ○ The fixtures have been removed. There was a setback at the time of the fixture removal because some poles and concrete were left in the ground, making the job incomplete. A friend in the community who is a contractor graciously stepped in and had a crew take care of it at no cost. ○ The original cost of \$11,000 to make changes and updates to Clare's garden has been changed to \$20,000. Clare's extremely generous parents are adding a \$15,000 donation to this project to make sure it is done completely and correctly. ○ Kelly is researching getting visual plans drawn up for \$600 that could be used during the Boosterthon to give donors an idea of where the money would go. ○ The drainage issues are slowly getting resolved, but progress has been made. ○ There is not a clear time frame on a date of completion for Clare's garden but it remains a priority and a lot has already been accomplished. ○ Moving forward, Kelly proposed that Clare's Garden has a dedicated committee rather than falling under Beautification so that it gets the resources it needs.. ● Staff appreciation will be the week of February 1st and Renee Preece has coordinated parent substitutes in most classes. Some volunteers are still needed. Kelly passed around a sign up sheet for any remaining staff members who had not been adopted. ● The outdoor eating area has made some recent progress thanks to the F3 group. The gravel has been smoothed and they are working on the picnic tables. 	

VP Enrichment	<ul style="list-style-type: none"> ● Susie reported that our backpack program is in need of more volunteers. ● We talked about adding more club offerings next year. It was agreed that this sounds like a good idea, but we need to make sure the offerings match the interests of those who will be leading the clubs. ● We need more Girl Mentors. ● We will not be participating in Odyssey of the Mind this year. It is too late in the year to prepare for it so it will be best to start up again next year and start the projects earlier in the year. 	Add a reminder in Cougar Bites about Backpack outreach.
VP Events	<ul style="list-style-type: none"> ● Celebrate Cotswold is in need of volunteers but otherwise is progressing on schedule. 	
VP Fundraising	<ul style="list-style-type: none"> ● Ashley reported that Commit to Cotswold has reached 98% of the goal. That amounts to \$53,849. Laura is working on corporate match money which should bring in another \$4,000. ● The Boosterthon chairs are busy planning for this year's fundraiser. We plan to tone down the prize gifts this year. 	
VP Marketing/ Communications	<ul style="list-style-type: none"> ● The student directory will be electronic next year. We will capture the data electronically from the beginning at Meet the Teacher Night. The directory will be available to parents and the information will be password protected. It will still be voluntary to provide information. 	
Advocacy	<ul style="list-style-type: none"> ● <i>CMS News:</i> <ul style="list-style-type: none"> ○ The CMS Parent survey was released on January 29th. CMS aims to collect data on how the community prioritizes school options such as diversity, proximity, and teacher performance. It is open to anyone who wants to voice their opinion, regardless of status as a student or parent.. ○ There is a addendum to the Minutes with the current timeline for the release of survey results, recommendations from the school board, and proposed boundary changes. ○ An additional addendum is attached that includes the newly revised Guiding Principles of the CMS school board. ○ The status of the School Superintendent position is unknown at this time. Information coming from the Board of Education in the past has been that they don't think they could search to fill the superintendent position and work on the rezoning project at the same time so they would choose one or the other. It could be inferred that they have chosen to focus on rezoning at this time. 	Attach timeline and guiding principles.

	<ul style="list-style-type: none"> • The teacher lounge is complete and the old furniture has been removed. The front office is the next project. 	
Nominations	<ul style="list-style-type: none"> • Sherese reported that she is busy filling positions for the following year. She believes that there may be 1-2 board positions to fill and welcomes recommendations. • It is probably a good time to reevaluate the importance of all positions to make sure we are using all our volunteer resources wisely. Specifically, do we need to have a yearbook? 	
Auditing	<ul style="list-style-type: none"> • Mandy has some outstanding checks but nothing else to report. 	
New Business	New business items were already included in above reports.	