



# Flat Rock Middle School

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**PTO MEETING MINUTES**

**Wednesday, December 16, 2015 5:00 PM**

The meeting was called to order at 5:08 PM

Members in attendance: Jan Krzykwa, Erika Eichner, Richard Overholt, Pam Newson, Tresselyn Adams, Selina Schulten, Keisha Hurlock, Erika Lee, Cynthia Wheeler, Deborah Belcher, Anthony Belcher, Derrick Jackson, Monique Williams, and Principal Jade Bolton

**READING & APPROVAL OF MINUTES** – The minutes from the November 18, 2015 meeting were approved.

## **TREASURER'S REPORT**

**Income:** Family Donation

**Expenses:** Faculty Holiday Luncheon, Academic Bowl-Volunteers, Box Tops band proceeds from 2014-15

**Bank Account Balance:** \$5,176.09

Treasurer will look into changing donation internet link to PayPal. Schoola profits should be in January and possibly add last year's check to this year's donation drive proceeds. Reimbursements for Academic Bowl volunteers' meal was \$55.35 due to parents donating food and money.

## **PRINCIPAL'S REPORT**

FRMS has received great positive recognition this first semester. End of Semester exams, benchmarks, SLO testing occurring. Fine Arts programs are soaring. Recognitions: Hour of Code Grant, STEM Academy, FRMSEagles Twitter account. Mrs. Bolton thanked PTO for being so welcoming and she has truly enjoyed the 1<sup>st</sup> semester and being a part of the FRMS team.

## **COMMITTEE REPORTS**

**Box Tops for Education Coordinator** – Erika Lee – Should get check in December for ~\$89 for October submission. Submitted ~\$120 worth in November and check should arrive in the Spring.

**Fundraising Coordinator / Grant Writer** – Selina Schulten and Keisha Hurlock – Panasonic \$1550 grant went directly to FRMS for the STEM Program. Request Publix gift card donation for Ice Cream Social expenses – Keisha will write letter/email to Monique to put on FRMS letterhead.

**Hospitality & Teacher/Staff Appreciation** - Jeanette Rogers –Faculty Holiday Luncheon was fantastic. Food and decorations were great. Jeanette is resigning chairperson position. A new coordinator is needed for 2016-17. Temporarily, Cynthia will head committee with help of Tresselyn, Tony, and Keisha for the Faculty End of Year Luncheon on May 6 (tentative date)

**Ice Cream Social Coordinator** - Don Kuhn –

**PBIS Coordinator** – Irma Harris – Feedback is that PBIS store items are geared toward younger kids. Need more items for teenagers. Monique will get teachers/kids survey of potential items. Jan will touch base with Irma with current program needs.

**Schoola Coordinator** – LaTonya Young – Profit should be ~\$788 based on Schoola website

**Spirit Wear Coordinator** - Keisha Hurlock – Suggest using a different company for 2016-17. Students want different items such as water bottles, magnets, etc... – Local company suggestions – Wear Me Promotions, Gunnin Graphics. Some spirit wear items would be great to have by April for 5<sup>th</sup> grade parent night and Open House in August

**Teacher Liaison** – Monique Williams – Faculty appreciates all the PTO does and special thanks for the catered Holiday Luncheon from Chapultepec Mexican Grill.

**Track Concessions** – Erika Lee – Season begins in March – Coach Ross and Coach Latimer- PTO handles all concessions. Erika will purchase supplies and need volunteers to help run concession stand

**Volunteer Coordinator** – Position open – help coordinate volunteers for events. Currently, board members should reach out to personal contacts to fill volunteer needs as they arise.

## **OLD BUSINESS**

**PTO Bylaws** – Complete and approved. Will be placed on FRMS website under PTO section.

**Hallway Word Wall** – Leadership Character Words are being painted on the wall. Project underway – much parent volunteer help still needed. The Select Art Club will assist with project on Tuesdays afterschool.

## **NEW BUSINESS**

**New Meeting Dates** – 2016 Monthly Meetings will be on 4<sup>th</sup> Wednesday at 5:30pm. Teacher Liaison report will be moved to top of agenda.

**Event Dates** – Erika E. / Tresselyn will contact Mrs. Bolton and schedule all 2016 PTO meeting/event dates so calendar can be updated

**PTO Executive Board** – Official recognition of Jan Krzykwa for dedicated service to FRMS. Erika Eichner – President and Tresselyn Adams – Vice President

**Communication** – PTO update to be included in the “Week at Glance” for the first Friday of each month. Erika E. will contact a Band parent about creating a PTO pamphlet that tells who we are, what we do, ways to volunteer, etc. Mrs. Bolton has a template that we can also use. Need completed pamphlet for the 5<sup>th</sup> grade parent night (April 2016).

## **ADJOURNMENT**

Next Meeting: **Wednesday, January 27, 2016, 5:30 PM**

Meeting adjourned at 6:11pm