

Clemson Elementary School Board of Directors Meeting

AGENDA

Meeting Date and Time: Jan. 9, 2018 12:45 pm Meeting Location: Science Lab

PTA Mission:

- A. To promote the welfare children and youth in home, school, community, and place of worship.
- B. To raise the standards of home life.
- C. To secure adequate laws for the care and protection of children and youth.
- D. To bring into relation the home and the school, so that parents and teachers may cooperate intelligently in the education of children and youth.
- E. To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social and spiritual education.

MEMBERS

Elected Officers	Position	Name	Attending (Y OR N)
	President	Jessica Dvergsten	
	Vice President	Nadia Moysey	
	Secretary	Lisa McAlister	
	Treasurer	Rebecca Turner	
	Treasurer	Tricia Davis	
Board Members	Membership	Pam Warren	
	Grants/Fundraising	Rachelle Beckner	
	Reflections	Heidi Williams	
	Welcoming	Robert Craft	
	Family Night	PalomaFitzpatrick co/ Jing Voon Gan	
	Art by Me	Lisa McAlister	
	Teacher Appriciatation	Amy Wolin	
Administration	Principal	Michelle Craddock	
	Teacher Representative	Mrs. Simoneaux	
	Website	Jill Kiss	
	Direct Donations	Cary Kaye	

Quorum Requirements: Simple major of the members of the board shall constitute a quorum.

Confirm quorum requirement met (Y/N)_____

	TOPIC	TIME
	1. CALL TO ORDER / APPROVAL OF PREVIOUS MINUTES	12:45
	<input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED	
	<u>DISCUSSION:</u> Jessica D. to discuss Welcome members	
	2. REPORT OF OFFICERS	12:50
20 MINUTES	<u>Discussion:</u> Treasurers Report Becky T. to discuss: •Current Financials- Presidents Report Jessica D. to Discuss: Clarification on abiding by the PTA rules concerning money and PTA Representation.	
	Decision(s) Action(s)	
	<u>Discussion:</u>	
	3. STANDING COMMITTEE CHAIR REPORTS	1:10
	<u>Discussion:</u> Membership P. Warren to Discuss: Current membership status and potential membership drive effort	

<p>30 MINUTES</p>	<p>Restaurant Night J. Dvergsten to Discuss: Jersey Mikes weekend brought in \$504.00 to the PTA</p> <p>Direct Donation C. Kaye to Discuss: Results of the direct donation and PTA membership drive from December</p> <p>Grants/ Fundraising J. Dvergsten to Discuss: Seneca Escape Zone had 49 people partake of the special making a total of \$245 dollars for the PTA. A Kindle Fire was given was raffled off at a cost of \$30.00 bringing the total to \$215.00 profit to our organization. We are awaiting the check from them.</p> <p>Bonus Bucks Robyn A. to Discuss •Bonus Bucks status</p> <p>Teacher Appreciation Amy Wolin to Discuss: -Free one hour work out with Personal Trainer certificates -Setting up manicures and hand massages for the teachers -hot lunch for teachers</p>
	<p>Decision(s) Action(s)</p>
	<p>4. REPORT OF SPECIAL COMMITTEES 1:40</p>
	<p>Discussion:</p>
	<p>Decision(s) Action(s)</p>

	<p align="center">5. SPECIAL ORDERS- ITEMS SPECIFIED IN BYLAWS 1:50</p>
	<p><u>Discussion:</u> Reports to the SCPTA Office: __P.W__ Nov.1__ monthly Local Membership and Dues report by the end of each month; _____December 1 a copy of the financial review and final budget for the previous school year _____ October 1 a copy of the of the current budget duly approved by the membership 8/17/17 By J.D._____ October 1 a copy of the Local Officer Report form; _____December 1 a copy of the local PTA unit's federal tax return required to be filed annually with the IRS by November 15;</p>
	<p>Decision(s) Action(s)</p>
	<p align="center">6. UNFINISHED BUSINESS</p>
	<p><u>Discussion:</u> Mini Grants for Teachers-Discussion of the Teacher mini-grant application form (copies of the draft form will be available at the meeting)</p>
	<p>Decision(s) Action(s)</p>
	<p><u>Discussion:</u></p>
	<p align="center">7. NEW BUSINESS 2:10</p>
20 MINUTES	<ul style="list-style-type: none"> -Scheduling of the Family Dance -Setting a date for the next General PTA meeting (and securing a speaker) -- Sending out a newsletter to advise parents of upcoming activities and update them on our fundraising efforts.

	Decision(s) Action(s)
	8. PRINCIPALS AND TEACHER REPRESENTATIVE REPORT 2:25
15 Min.	Discussion:
	Decision(s) Action(s)
	9. ANNOUNCEMENTS
	Discussion:
	10.IMPORTANT DATES
	Discussion: <ul style="list-style-type: none"> ●Create next general meeting date _TBD______. ●Create next board meeting date _Jan 8th_2018______.
	11. SUMMARY OF ALL OPEN ACTION ITEMS 2:15
	Discussion:
	12. ADJOURN
	12. RECORD OF VOTES
	Discussion: Approval of Board Meeting Minutes from Dec.4,2017

1. Vote to Approve Board Meeting Minutes

PARTICIPANTS	YES	NO
Jessica Dvergsten		
Nadia Moysey		
Rebecca Turner		
Trisha Davis		
Michelle Craddock		
Mrs. Simoneaux		
Pam Warren		
Amy Wolin		
Robert Craft		