

**Clemson Elementary School Board of Directors**

**Meeting Minutes**

Meeting Date and Time: Feb 5, 2018 6:00 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	Y
	Vice President	Nadia Moysey	Y
	Secretary	Lisa McAlister	Y
	Treasurer	Rebecca Turner	Y
	Treasurer	Tricia Davis	Y
<b>Board Members</b>	Membership	Pam Warren	Y
	Grants/Fundraising	Rachelle Beckner	
	Reflections	Heidi Williams	
	Hospitality	Robert Craft	
	Family Night	PalomaFitzpatrick co/ Jing Voon Gan	Y
	Art by Me	Lisa McAlister	Y
	Teacher Appriciation	Amy Wolin	Y
<b>Administration</b>	Vice Principal	Wendy Cawood	Y
	Teacher Representative	Mrs. Simoneaux	Y
	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)\_\_\_\_\_Y\_\_\_\_\_

	TOPIC	TIME
	<b>1. CALL TO ORDER / APPROVAL OF PREVIOUS MINUTES</b>	<b>6:00</b>
	<p style="text-align: center;"><input checked="" type="checkbox"/> <b>APPROVED</b>                      <input type="checkbox"/> <b>NOT APPROVED</b></p> <p><b>DISCUSSION:</b>  <b>Jessica D. to discuss</b>  Welcome members</p>	
	<b>2. REPORT OF OFFICERS</b>	<b>6:00</b>
<b>20 MINUTES</b>	<p><b>Discussion:</b></p> <p><b>Treasurers Report</b>  <b>Becky T. to discuss:</b>  •Current Financials- <b>On track.</b></p> <p>• <b>Artist in residence has had a lot of participation.</b>  <b>New club is not resented in the budget- voted to provide \$200.00</b>  <b>voted on and approved</b>  <b>New club that is Climb team - 5th grade- \$100.00 voted on and</b>  <b>approved.</b></p> <p>Budget changes- Request for Lego league to have their budget increased due to having more than one team and needing additional funding for food during competition, and team gear of additional \$100.00  vote for approval required. <b>Approved</b></p> <p>•</p> <p><b>Presidents Report</b>  <b>Jessica D. to Discuss:</b>  Web site has been purchased with purchasing / donation power tied through Square which we already have set up. Contract is for 2 years at \$9.00 per month. Unable to set this up until domain is</p>	

	<p>changed over. Waiting on this from previous admin of website.</p> <p><b>Vice President's Report:</b>          Status of Mini Grants and Teacher Grants</p> <ul style="list-style-type: none"> <li>• 4 teachers mini grants approved so far. logistics with email notifications have to be resolved.</li> <li>•</li> </ul> <p>Creation of Feb Newsletter / items needed for March Newsletter          Mr. Turner to send out letter. Nomination form for PTA- J.Dvergsten Nettles schedule.</p>
<p>20 MINUTES</p>	<p><b>Decision(s) Action(s)</b></p>
	<p><b><u>Discussion:</u></b></p>
	<p><b>3. STANDING COMMITTEE CHAIR REPORTS 6:20</b></p>
	<p><b><u>Discussion:</u></b></p> <p><b>International Festival</b>  <b>B. Turner to Discuss:</b>          International Budget and Vote for approval -budget attached          30 countries expected. voted on passed</p> <p><b>Restaurant Night</b>  <b>J. Dvergsten to Discuss:</b>          Jersey Mikes- Feb          McDonalds- March          Which With- April,          Joes Pizza- May</p> <p><b>Grants/ Fundraising</b>  <b>P. Warren to Discuss:</b>          Status of Pickens County Recreation Grant Submitted it, meeting next week for county board will decide.</p>

<p>5 MINUTES</p>	<p><b>Teacher Appreciation</b>  <b>A. Wolin to Discuss:</b>  <ul style="list-style-type: none"> <li>•“Souper Bowl” lunch great success! ASC got the leftover treats.</li> <li>• Fitness coupons- will do that this week.</li> <li>•Letter going out in march for Teacher Appreciation donations and volunteers. room mom list and facebook</li> </ul>   <b>Family Night:</b>  <b>J. Dvergsten to discuss:</b>            Budget was created for the Family Night event for the Pickens County grant as well as for board approval. A date of April 20th and all the vendor related items- slides, movie screen and DJ have been reserved.            Bonus bucks push and raffle- need for volunteers for this.            Vote for approval. Budget amended to remove all food allowances. vote <b>1,600 budget passes</b></p>
	<p><b>Decision(s) Action(s)</b></p>
	<p style="text-align: center;"><b>4. REPORT OF SPECIAL COMMITTEES</b> <span style="float: right;"><b>6:40</b></span></p>
	<p><b>Discussion:</b>    <b>Walk to School Day</b>  <b>P. Warren to Discuss:</b>  <ul style="list-style-type: none"> <li>•Status, needs— —March 7th Walmart parking lot and Country Walk parking, Request for “Tiger” for one hour. Signage done.</li> </ul>   <b>Literacy Night</b>            J.Dvergsten to discuss:            Literacy Night Feb 22. We will have two tables to display PTA information/ parent support material for reading as well as an activity related to creative writing. Volunteers are needed.</p>
	<p><b>Decision(s) Action(s)</b></p>

	<b>5. SPECIAL ORDERS- ITEMS SPECIFIED IN BYLAWS</b>
15 Min.	<p><b><u>Discussion:</u></b>          Reports to the SCPTA Office:</p> <p>__P.W__ Nov.1__ monthly Local Membership and Dues report by the end of each month;</p> <p>__B.T__ December 1 a copy of the financial review and final budget for the previous school year</p> <p>__B.T__ October 1 a copy of the of the current budget duly approved by the membership</p> <p>8/17/17 By J.D. October 1 a copy of the Local Officer Report form;</p> <p>__B.T. 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>
	<b>Decision(s) Action(s)</b>
	<b>6. UNFINISHED BUSINESS</b>
	<b><u>Discussion:</u></b>
	<b>Decision(s) Action(s)</b>
	<b><u>Discussion:</u></b>
	<b>7. NEW BUSINESS</b>
	<p>Decision(s) Action(s)</p> <p>Contacted by Katie Elliot from Wild at Heart. Rising 6th graders- Parent Night - Nadia to follow up.</p>

**8. PRINCIPALS AND TEACHER REPRESENTATIVE REPORT 6:45**

**Discussion:**

Grant Applicaton will go out this week and J. Simoneaux will share. Grade levels are working on Artist in residence grants. Thank you from Hungry Child.

**9. ANNOUNCEMENTS**

**Discussion:**

**10.IMPORTANT DATES**

**Discussion:**

- Create next general meeting date \_\_\_\_\_.
- Create next board meeting date\_\_\_\_\_.

**11. SUMMARY OF ALL OPEN ACTION ITEMS 7:00**

**Discussion:**

**12. ADJOURN**

**12. RECORD OF VOTES**

Discussion: Approval of Board Meeting Minutes from Jan. 18, 2018

1. Vote to Approve Board Meeting Minutes 1/18/18

PARTICIPANTS	YES	NO
Jessica Dvergsten		
Nadia Moysey		
Rebecca Turner		
Wendy Cawood		
Mrs. Simoneaux		
Pam Warren		
Amy Wolin		
Tricia Davis		
Jing		

1. Vote for increased budget for Lego League of \$100.00

PARTICIPANTS	YES	NO
Jessica Dvergsten		
Nadia Moysey		
Rebecca Turner		
Wendy Cawood		
Mrs. Simoneaux		
Pam Warren		
Rachel Beckner		

1. Approval of International Festival Budget

PARTICIPANTS	YES	NO
Jessica Dvergsten		
Nadia Moysey		
Rebecca Turner		
Wendy Cawood		
Mrs. Simoneaux		
Pam Warren		
Rachel Beckner		

1. Approval of Family Night Budget 1,600

PARTICIPANTS	YES	NO
Jessica Dvergsten		
Nadia Moysey		
Rebecca Turner		
Wendy Cawood		
Mrs. Simoneaux		
Pam Warren		
Rachel Beckner		