

Clemson Elementary School Board of Directors Meeting

Minutes

Meeting Date and Time: Dec. 4, 2016 7:00 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	
	Secretary	Lisa McAlister	
	Treasurer	Rebecca Turner	Y
	Treasurer	Tricia Davis	Y
Board Members	Membership	Pam Warren	Y
	Grants/Fundraising	Rachelle Beckner	
	Reflections	Heidi Williams	
	Welcoming	Robert Craft	Y
	Family Night	PalomaFitzpatrick co/ Jing Voon Gan	Y
	Art by Me	Lisa McAlister	
	Teacher Appriciation	Amy Wolin	Y
Administration	Principal	Michelle Craddock	
	Teacher Representative	Mrs. Simoneaux	Y
	Website	Jill Kiss	Y
	DIRECT DONATIONS	CARY KAYE	Y

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

Confirm quorum requirement met (Y/N)___Y_____

	TOPIC	TIME
	1. CALL TO ORDER / APPROVAL OF PREVIOUS MINUTES	12:45
	<input checked="" 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: Breakfast with Santa volunteers are needed, seating is at capacity Escape Zone in Clemson would like to work with us. Hammering out details. The Board would like to move forward with Escape Zone and will send out notification on social media that the City is looking for volunteers to help out with Breakfast with Santa.	
	Decision(s) Action(s)	
	<u>Discussion:</u>	
	3. STANDING COMMITTEE CHAIR REPORTS	1:10

<p style="text-align: center;">30 MINUTES</p>	<p><u>Discussion:</u></p> <p>Membership P. Warren to Discuss: •Admin. Membership campaign status- There were 120 members prior to the membership drive and added 110 during the drive bringing us up to a total of 230 so far this year.</p> <p>Restaurant Night J. Dvergsten to Discuss: McTeacher Night- Nov.16th \$500 dollars in returns. Jersey Mikes weekend of coupons for Dec. 17,18 and 19th. Free sub of your choice for a \$2.00 donation to CLEPTA.</p> <p>Direct Donation Cary K to Discuss: Donation campaign plan</p> <p>Grants/ Fundraising R. Beckner to Discuss: •Current Fundraising opportunities. •Brooks center is interested in collaborating with CES for arts programs. Not discussed</p> <p>Bonus Bucks Robyn A. to Discuss •Bonus Bucks status- in process</p> <p>Teacher Appriciation Amy Wolin to Discuss: •Christmas activit�es- Needs volunteers to make Christmas cookies for the teachers</p> <p>Welcoming Robert Craft to Discuss: No knew packages needed for office.</p>
	<p>Decision(s) Action(s)</p>
	<p>4. REPORT OF SPECIAL COMMITTEES 1:40</p>

	<p>Discussion:</p> <p>Hiedi W. to Discuss:</p> <ul style="list-style-type: none"> •Creation of a Special Committee for Artist in Residence- proposal to form a committee that would assist Teachers in finding appropriate artists to be considered for inclusion. -not discussed
	<p>Decision(s) Action(s)</p>
<p>10 MINUTES</p>	<p>5. SPECIAL ORDERS- ITEMS SPECIFIED IN BYLAWS 1:50</p>
	<p>Discussion:</p> <p>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>_____December 1 a copy of the financial review and final budget for the previous school year</p> <p>_____ 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>_____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>6. UNFINISHED BUSINESS</p>

	Discussion:
	Decision(s) Action(s)
	Discussion:
	7. NEW BUSINESS
	Decision(s) Action(s)
	8. PRINCIPALS AND TEACHER REPRESENTATIVE REPORT 1:50
	Discussion: Mrs. Simoneaux discussed the teachers need for clarification on what can be purchased using the mini grant money specifically items like fidget chairs and Teacher Pay Teacher curriculum items
	Decision(s) Action(s)
10 Min.	9. ANNOUNCEMENTS
	Discussion:
	10.IMPORTANT DATES 2:25
	Discussion:

- 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

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		

