

Miami Trace Elementary

Parent Teacher Organization

September 14, 2017 Meeting Minutes

1. The meeting for the Miami Trace Elementary Parent Teacher Organization was called to order on September 14, 2017 at 6:15 pm. Officers Hollie Terhune, Michelle Bennett, Becky Anderson, Rachel Vance and Kathy Berry (6:40pm) were in attendance. Staff and guests in attendance were: Tessa Hill, Shauna Chace, Elizabeth Liston, Mr. & Mrs. Larvie, Mrs. Pitstick, Tammy Murry, Amber Schiller, Chyane Collins, Mr. Lanman, Mr. Davis, Mrs. Fatica-Mavis, Jolie Zink, Sara Johnson and Heather Deskins.
2. Treasurers Report
  - a. Michelle Bennett presented the treasurers report. No questions were presented.
3. New Business
  - a. PTO and volunteers will be required to complete a background check forms and instructions were distributed.
  - b. Fall Fundraiser – Great American was discussed. The fundraiser can be either on paper, online or both, there is an Application that can be downloaded as well as a YouTube video. The fundraiser will be open for two weeks and will include prizes based on the number of items sold. There were no questions.
4. Staff Requests:
  - a. Fifth grade requested \$2,000 so they could attend “Biz Town” as Huntington Bank pulled their funding.
  - b. Mrs. Cooper requested funding for 5 books and stuffed animals that go along with the books from Kohls at approximately \$5 each. The PTO agreed that if Mrs. Cooper made the purchase, she would be reimbursed with PTO funds.
  - c. PTO has agreed to pay for the Student of the Month certificates for the year.
  - d. Mrs. Pitstick has asked for the PTO to pay \$200 for four sessions for Fire Safety Dave for the First Graders, total would be \$800. The PTO had discussed and tabled the discussion at the May 2017 meeting when a contact was made with the local fire department who indicated training may be provided for free. PTO indicated that they currently have earmarked up to \$1,200 per grade that was intended to assist with the costs of fieldtrips; however, that could be reallocated to another purpose should the team decide to do so. Kathy Berry agreed to research the free training further and communicate with the school. Mrs. Jennifer Pitstick agreed to take options back to the team for discussion.
5. Minutes:
  - a. The minutes of the May 11, 2017 meeting were approved as distributed. Motion: Heather Deskins, Second: Hollie Terhune
6. The meeting was adjourned at 7:35 pm

Motion: Rachel Vance Second: Michelle Bennett