Methacton Coordinating Council
Monthly Meeting
April 11, 2016

I. Call to order 7:02PM

   A. Present: Michelle Bauer, Vance Diezel, Gabby Winters, Suzy Dowell, Mary Hull , Liz Drummond, Michelle McCubbins, Tracy Courtney, Amy Smith, Nicole Drake, Ashley Wilkerson & Jen Stephenson

II. Approval of March minutes - motion by Nicole, second by Liz

III. Re-election of current MCC board

IV. The new MCC and H&S Bylaws were unanimously voted for approval. They go into effect July 1, 2016. We can add other documents for our specific schools as long as they don't conflict with the approved bylaws. Officer Terms. An amendment will be drafted regarding 1 year terms for board members at Skyview and Arcola. There will be one part for schools with 2 year term limits and one for schools with 1 year term limits. Two consecutive terms will be the max allowed, with elections being held in order to hold the office again. If no one else is running for that position in what would be the start of a third consecutive term and the person holding the office wants to keep it, then it would be considered extenuating circumstances and be permissible. Co-Positions, if two people want to be co-, they need to run together as co-. There will be no joining up together after the nominations are closed. There will be further discussion about this, and an amendment will be drafted. Opinions from H&S boards are asked for. The only position right now that there cannot be co as Treasurer. Any amendments being drafted will not be included in the nonprofit paperwork right now.

V. Treasurer's Report/The Treasurer's Manual has been updated, and Gabby will send it out to the Treasurers and Presidents. It outlines the overall responsibilities. There is a pie chart included that breaks down the budget. The MCC Board will ask Zerbe to talk with the principals at the beginning of the school year to explain how H&S should be distributing its money under the

rules of being a nonprofit. Treasurer's Manual is an internal document that will not be sent out with the nonprofit paperwork. Board Policy 141 states that our budget for the upcoming school year must be approved by June 30th. MCC Board is going to ask Zerbe to review that policy with the School Board. There is no guarantee that the policy will be revised. If it isn't, then H&S can approve preliminary budgets by June 30th.

VI. Fundraising : according to this policy, the Superintendent needs to approve all of it. The Principal would need to submit it all at the beginning of the school year for review. This would mean all sales, events, etc.

VII. Gift-giving: Zerbe reinforced this policy when asked by the MCC Board. NO GIFTS TO TEACHERS OR STAFF CAN EXCEED $50, unless given by an individual family. This means no collecting for teacher gifts above that amount. The homeroom Lead will collect the funds and then dole out the money for purchases or use a site like sign-up genius.

VIII. One school mentioned currently giving each classroom a dollar amount per child to cover the cost of the party craft/activity, and that was also said to be in violation of the Treasurer's Manual.

IX. Independent Auditor/MCC Board is asking for suggestions for a CPA to audit all Departments and the MCC going forward. This year, Gabby can do it since the bylaws don't go into effect until July 1. Money for the auditor would come out of our dues. There are no dues this year.

X. Adjournment 8:23PM

XI. Next meeting May 9, 2016