CORL STREET ELEMENTARY
PTO BOARD MEETING

April 7, 2020

In **Attendance**: **PTO Board Members:** Dr. Kelly Mark (Principal), Jackie O'Hara (Vice President), Emma Jane Rose (Treasurer), Peter Miraldi (Secretary) **Parents and Guests:** Chris Storslee, Sam Siedel, Laura Henderson, Mike Banning, Samantha Banning, Lisa Jimenez, Jill Ross (Kindergarten teacher), Carmen Bilen, Dana Conklin, Jen Mahle, Sonya Miller, Becca Thorsen, Paige Davis (Librarian).

Call to Order: 7:04 PM

I. Welcome/Introductions/Remarks: Jackie welcomed everyone.

II. Principal's Remarks: Dr. Mark reported:

A. Tomorrow morning, progress reports go live (covers period before spring break)
B. We are still going to do March Book Madness (Thursday at 7:00 PM)
    a. The link to the zoom is in the e-mail Dr. Mark sent.
C. We are working on a remote plan for Expo to celebrate students.
D. Paige Davis said that Melissa Sweet was to be our visiting author. She will come next year instead of this year. Paige asked if we can hold the money until next year.
    a. Emma said it is already set aside.
E. Dr. Mark said students do not need to return library books until we are back to school.
F. Dr. Mark asked Emma about receipts for purchases (e.g., Expo winners).
    a. Emma said people could scan their receipts and complete the reimbursement form, then, send them to Emma electronically.
G. Jackie asked Emma about the scheduled field trips.
    a. Emma said that we have paid Fullington travel for one field trip and it will likely be carried forward.
    b. Jill mentioned that Richard Beaver said they will reschedule the 'Naked Mole Rat' show.
    c. Emma noted that we may have extra money for next year.
    d. Emma suggested that we could fund a post-year celebration by voting in June to allow funding for postponed celebrations and trips.
    e. Dr. Mark said her planning committee is working on some potential contingency plans.

III. School Board Report: N/A

MOTION: Emma Jane Rose motioned to accept the March PTO minutes; Carmen Bilen seconded. The motion carries.

IV. Treasurer's Report: Emma reported:

A. We have about $40,000 in our account.

a. Emma said she will talk to Fullington to determine how funds will be reimbursed or carried over.
b. Emma suggested that we donate and distribute Sunshine Funds electronically (e.g., Venmo or Paypal).
c. Chris Storslee liked the idea of setting up a PTO Venmo and/or Paypal account.
d. Becca asked if people could designate funds.
e. Emma said that people can add a note to their donation.
f. Emma said that she will set up an electronic account for the PTO.

V. Old Business

A. Dana Conklin nominated herself for the PTO Vice President position.
B. Mike and Samantha Banning nominated themselves to co-chair the PTO President position.

MOTION: Emma Jane Rose motioned that Dana Conklin be nominated for PTO Vice President. Carmen Bilen seconded. The motion carries.

MOTION: Emma Jane Rose motioned that Mike and Samantha Banning be nominated for PTO Co-President. Carmen Bilen seconded. The motion carries.

C. **School supplies:** Jackie reported:
   A. Barbara King looked up prices for supplies.
      a. Crayons, markers, glue sticks, pencils, erasers, post-its, scissors, Clorox wipes, ziplock bags, etc.
      b. For each class, the costs are around $500 but we do not know the exact costs yet for the total number of students (about 250).
      c. Teachers would have an allocation to buy specific folders, etc.
      d. Dr. Mark suggested that there may be some unused supplies from this year.
      e. Emma suggested that we approve an amount for the budget and we can adjust it based on teachers' needs.
      f. Emma suggested that we postpone our vote until we have more specific costs.
      g. Paige noted that classroom teachers give her their unused markers and glue sticks.
      h. Chris suggested that parents could pool money together on their own for a group purchase.
      i. The PTO did not take action on this item but hope to have a specific costs in the near future so we can set aside a specific amount of money if there is a motion to do so.

VI. New business

A. Teacher Appreciation
   a. Emma said she will work with her committee to develop some options.
B. Yearbook

a. Emma asked how we will distribute yearbooks.
b. Dr. Mark suggested that we could mail them to parents/guardians.

VII. Other business:

C. Budget

a. Mike Banning asked if we could establish a base level for our operating budget.
b. Emma said we raise and spend about $20,000 per year.
c. Emma suggested that we can set aside $20,000 from our general checking account.
d. Mike asked if we could determine a list of regular expenses.
e. Emma suggested that we should incorporate the cost of school supplies as well.
f. Jackie said that she will poll Facebook members to see what they think we should cover on an annual basis.

MOTION: Carmen Bilen motioned to adjourn. Mike Banning seconded. The motion carries.

Meeting Adjourned at 8:15 PM

Next Meeting: Tuesday, May 5th; 7:00 PM

*Minutes prepared by Peter Miraldi (pnm10@psu.edu) on April 7th, 2020.