

# Minutes of the Board

## **Zionsville Community High School PTO 2023-2024 May 6, 2024**

### **Board and Committee Member Attendance:**

Present—Lisa Schmal, Elizabeth Munk, Julie Greenlee, Lori Foster, Susie McKenna, Michelle Schlegel, Candace Murphy, Jennifer Baker, Jen Trowsell, Rosa Ozuyener, Tim East, Sandy Sifferlen, Jennifer Fyffe, Anna Nguyen, Jennifer Buddenbaum, Sarah Sampson, Jenny Garrett.  
Guest: Karen McDaniels,

### **President's Report**

- The meeting of the 2023-2024 PTO Board was called to order at 9:35am by PTO President, Sarah Sampson.
- Welcome to new principal, Karen McDaniels and new board. Introductions.
- Senior Signs has good interest. Money from signs goes to supporting senior events- \$100 was used for senior car decorations. Students did nice job publicizing and including all seniors and sent pictures for the newsletter.
- Back To School coming up. \$50 to join PTO. In need of volunteers to man the PTO BTS table. Discussion on website setup. Need to meet with Karen to figure out BTS lunch for teachers. Karen is a fan of leaning on merchants in the community and will try to get the meal provided by local restaurant. Discussion on setting up a BTS meeting.
- Vote on next year's PTO board. Motion to accept the full slate by Susie McKenna. Seconded by Lori Foster. All in favor and board is set.
- PTO will sponsor a hole at Tim East's golf tournament in honor of his retirement.

### **Secretary's Report**

- Minutes were distributed prior to the meeting. Motion to approve by Candace Murphy and seconded by Sandy Sifferlen. All were in favor.

### **Vice President's Report**

- Need BTS volunteers for 2 hour shifts.
- Kroger will have a QR code- we received \$418 from Kroger this quarter.

### **Treasurer's Report**

- Tax forms have been filed. Tax year ends end of June.
- 
-

---

## Zionsville Community High School PTO minutes 2023-2024

Page 1

- Jennifer will continue until that is closed out before handing over to Candace.
- \$12287 in the budget. There is a large amount in student services which is being held over for a larger gift next year.

### **Principal's Report**

- Tim is thankful for being part of the community since 2002. Thank you for all PTO has done for staff and students.
- Teacher Appreciation Week- will have coffee bar on Wednesday.
- Senior Awards night is Tuesday, May 21. Discussion on commencement and event calendar.
- Finals week is coming up.
- ZCHS ranked #1 in Indy according to US News and World Report. Among top in nation.
- Discussion on golf event.

### **Staff Services**

- Coffee cart is so easy to provide and so appreciated by staff. Cart runs 7:30-9:30am. Discussion.
- Cash gifts to teachers and gift cards to other staff.

### **Student Services**

- Met with Cafe- cannot order ice cream until freezer is repaired. Logistics on delivery and storage of ice cream for finals treat
- Senior donuts- have not been contacted by senior class yet. Discussion on ordering and delivery.

### **Volunteers**

- Have not yet go volunteers for ice cream distribution. Waiting on freezer space.
- Add BTS signups to Sign-Up Genius
- Add cookie walk to Sign-Up Genius.

### **Newsletter**

- Need pictures submitted. Text or email them to Jennifer Fyffe.

### **Other Business**

- Will meet separately for financial review.
- Dates for next year have been posted: September 9; November 4; February 3; April 14; May 5.

---

---

Zionsville Community High School PTO minutes 2023-2024

Page 2

**The meeting was adjourned at 10:29am, by PTO President, Sarah Sampson. Next meeting is September 9 at 9:30am.**

Submitted by Jenny Garrett, September 6, 2024.

---

Zionsville Community High School PTO minutes 2023-2024 Page 3