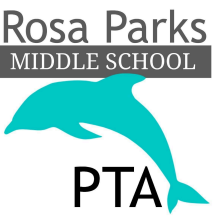


RPMS PTA – Board Meeting Minutes – Approved Minutes	
08/09/16 – 6 –8 pm. Meeting Minutes (highlights and decisions)	
Second Board Meeting of new board. Location: Gina Woodward’s Home.	
Attendees: Gina Woodward (Presiding), Robert Tucker (VP), Brian Lopes (Treasurer), Chey Perera (Secretary), Suzanne VanDusen (Volunteer Coord), Khristy Kartsakalis (MCCPA Del and 7 th grade liaison), April Major (NCAAP Rep)	

1. Call to order – Ms. Woodward called the meeting to order at 6.05 pm.
2. Approval of agenda and minutes – proposed draft agenda (template) and meeting minutes from 6/20/16 - moved for board approval by Ms. Kartsakalis. Seconded by Ms. VanDusen. All in favor.
3. Officer’s Reports:
 - a. President (Ms. Woodward): Hopes everyone has read the PTA summer mailing packet and PTA summer letter for 2016. Referred to updates provided via 8/5/16 email. Met with Mrs. Sanders and Mr. Sisco about replacing rug for front hallway and working on definite costs/alternatives. Welcome back lunch for staff scheduled for 8/25/16 - planning in progress (Ms. Laura Klein). Updates to PTA web page are pending.
 - b. Vice President (Mr. Tucker): Budget surplus from prior year is diminishing. Board to continue discussions on how to raise funds and increase the surplus to target levels. Discussed approaches for membership drive and availability of volunteers. Mr. Tucker will take on the parent component of programs and membership drive.
 - c. Treasurer’s Report (Mr. Lopes): Transition of financial records/ matters in progress. Discussed required activities such as completion of financial training (spring 2016), payment of PTA insurance and approval of budget (in October). The interim budget proposed by outgoing Treasurer at the May 9, 2016 PTA Board Meeting to be used until the final budget is approved.
 - d. Secretary’s Report (Ms. Perera): Review of bylaws (required every three years) – recommended to be done in fall/ winter.
 - e. MCCPTA Delegate (Ms. Kartsakalis): Currently fulfilling 2 roles in this capacity as School Representative and Sherwood cluster coordinator. Preferable to have the role split with three reps and one delegate. Ms. Kartsakalis, Ms. Woodward and Mr. Tucker will take on these roles. Additional delegate needed and can be fulfilled by a parent. Ms. Karsakalis agreed to fulfill both roles until a delegate is identified.
 - f. NAACP Rep (Ms. Major): Update on the 25th NAACP Parent’s Council and upcoming calendar dates. Efforts to increase communications with parents in progress.
4. Standing Committee Reports
 - a. Volunteer coordinator (Ms. VanDusen): Update regarding staff lunch on 8/25/16. Identified further opportunities and needs for the various school dances, Halloween, Valentine’s Day etc.
5. Plan calendar for coming year - Ideas for programs and what months (see calendar of events): Mr. Tucker to take the lead on this effort. Identify guest speakers at PTA meetings during upcoming school year. He will get in touch with Mrs. MacGill who helped with this effort last year. Board decided to rearrange agenda so that guest speaker component is moved towards the top of the agenda (and PTA business matters to the end) to give parents the option to leave after the components of their interest. An initiative to help students cope with grief was identified as a high priority (target October or ASAP), given recent losses at the school and at Sherwood HS.
6. Next meeting on September 13, 2016 at the School Gym. Meeting adjourned at 8 pm.