

**Randolph Middle School PTO
Board Meeting Minutes
November 1, 2016**

The Randolph Middle School PTO held a meeting of the PTO Board on November 1, 2016 in the RMS media center. President Lia Benton presided. Robin Hill served as Secretary. The meeting was attended by Principal Brian Bambauer, Colleen Dugan, Kim Stojkovich, Shelia Poku-Kankam, Lisa Landrum, Robin Hill, Lia Benton, Laura Budzichowski, Andee Smith, Sarah Morgan, Sarah Graboyes, and Jeff Nemecek.

Call to Order

Lia Benton called the meeting to order at 6:32 p.m.

Approval of Minutes

The board approved the minutes from the October PTO meeting.

Principal's Report

- Mr. Bambauer shared that the Board of Education will vote on the proposed magnet changes at the 11/9 BOE meeting. That meeting will contain a public hearing.
- November has many days off school, including 11/8, 11/11, and the Thanksgiving holidays.
- Winter sports try outs will be the Monday and Tuesday prior to Thanksgiving break, and the Monday after Thanksgiving break, as mandated by CMS.
- Randolph is in the finals for the Jimmy Johnson Foundation \$50,000 grant for science equipment. The private announcement ceremony will be held on 11/9.
- The first Open House for prospective parents is on 11/10.
- The next Smashburger spirit night is 11/16.
- Robin Hill reported that there is a virtual CMS meeting prior to the BOE meeting on 11/9. She will send out a link to information on that meeting via email.

Administration Report—Sarah Graboyes

- Ms. Graboyes discussed upcoming Open Houses for prospective parents. These will be opportunities for PTO help, including greeting guests, signing guests in, and giving tours.
- Trainings will be held November 4 at 9:15 AM or November 8 at 12:00 PM. Meet in the main office. Please let Ms. Graboyes know if you plan to attend.
- Please see attachment for event/tour dates and times.
- Sign ups are available here: <http://tinyurl.com/PTOopenhousesignup> and <http://tinyurl.com/ptotoursignup>

Committee Reports

- *Communications*: Jeff Nemecek proposed an official PTO communications policy. Discussion ensued and some modifications were made. Changes will be brought to the next PTO meeting.

- *General:* Ms. Benton discussed issues with our new benches. The benches were not installed properly by CMS. Many are wobbly and one is now a safety hazard. Shelia Poku-Kankam offered to have her husband come take a look. Proper installation involves a longer bolt, a washer, and an anchor. If Mr. Poku-Kankam cannot fix them, eblast appeals will be made to parents for a mason or contractor.
- *Scholarships:* Due to a delay in a planned field trip, the scholarship discussion will be tabled until the December meeting.
- *Direct Giving:* The Annual Fund continues. As of 10/26/16, there have been 156 donors this year. Tax letters have been sent to 142 donors, which excludes those with recurring donations and those with pledges that have not yet been received through their employers.
- *Corporate Rebates:* Ms. Lojko is still counting Box Tops. It has been a very successful campaign for the school.
- *Critical Needs:* Ms. Morgan informed us that the counselors have identified some children needing sponsorship for the holidays. A separate email will be sent to the PTO board for those interested in volunteering to help. A request for people to join the Critical Needs Committee will be sent in the eblast.

Treasurer's Report

- Because our meeting was a week earlier, October financials are preliminary. October financial reports will be approved during our December meeting.
- Direct Giving income is \$26,296 as of the meeting.

The next board meeting is scheduled for December 13, 2016 at 6:30 p.m.

The meeting was adjourned at 7:29 p.m.

Robin Hill, Direct Giving Chair

Attachments:

Agenda

Open House Volunteer Flyer