

**Randolph Middle School PTO  
Board Meeting Minutes  
August 9, 2017**

The Randolph Middle School PTO held a meeting of the PTO Board on August 9, 2017 in the RMS Media Center. President Diane Crowther presided. Robin Hill served as Secretary. The meeting was attended by Kim Stojkovich, Tara Howard, Cathy Click, Angie Lowe, Minnie Griffin, Brendan Walsh, Jane Strader, Steve Oreskovic, Colleen Dugan, Lia Benton, Sandy White, Morgan Cromwell, Margaret Huckabee, and Brian Bambauer.

**Call to Order**

Diane Crowther called the meeting to order at 6:03 p.m.

**Introductions**

All present introduced themselves and named the committee they represent.

**Approval of Minutes**

There were no minutes to approve as of yet. Approval of June minutes will take place via email.

**President's Report**

- Ms. Crowther reported on committee seats. Please be on the lookout for two possible volunteers to shadow the Treasurer and Assistant Treasurer this year. Both those positions are held by "graduating" parents. In addition, the position of Parent Coffees and Seminars is still vacant for this year.
- PTO Board members must sign the Code of Ethics and join the PTO by the October PTO meeting.
- Please update your personal information on cmsvolunteers.com. Register, update, and log your volunteer hours.
- Open House is 8/24 from 2 to 4 PM. All PTO activities will take place in the cafeteria. Student activities will be held on the field.
- Curriculum nights are 9/13 (6<sup>th</sup>) and 9/14 (7<sup>th</sup> & 8<sup>th</sup>) from 6 to 7:30 PM. PTO activities will take place in the Media Center those evenings.

**Treasurer Report**

- Ms. Stojkovich reviewed July profit & loss statement, as well as the budget for the coming year. Changes to the budget will be voted on at the 9/12 PTO general meeting. Unallocated funds will be allocated before that meeting.
- Lia Benton made a motion to approve the budget. Tara Howard seconded the motion. The budget was approved by voice and hand votes.
- The internal audit of PTO finances was performed by Meghan Manges, Lia Benton, and Mary Rantala on 7/18/17.
- Dawn DiPirro completed the PTO taxes and they were signed on 8/4/17.
- Ms. Stojkovich reviewed deposit and check request policies.

### **Committee Reports**

Back to School Packets: Tara is coordinating the assembly of the packets. Please send your materials to [dcrowther107@gmail.com](mailto:dcrowther107@gmail.com) by 8/18. A date to help collate the packets is TBD.

Beautification: The committee is working on freshening up the campus for all the beginning of the year activities.

Staff Appreciation: A staff breakfast will be held on 8/21. A staff luncheon will be held on 8/24. Target gift cards will be passed out at the breakfast, as well as a lunch box gift.

Spirit Wear: Lunch boxes were ordered for staff, and a reorder has been placed for full stock.

### **Principal Report**

Mr. Bambauer thanked everyone for their help with the mailing to students. Schedules are being worked on, and they hope to have them in PowerSchool on 8/23. The school is fully staffed at this time. There is an extra allotment for the 8<sup>th</sup> grade, and he is seeking a ½ day math teacher and a ½ day ELA teacher. There is a wait list of 180 for 6<sup>th</sup> grade, around 50 for 7<sup>th</sup> grade, and some for 8<sup>th</sup> grade. The office is pulling 6<sup>th</sup> grade students off the waitlist daily. School enrollment will be around 1171.

The next board meeting is scheduled for September 12, 2017 at 6:00 PM.

The meeting was adjourned at 7:05 PM.

Robin Hill, Direct Giving Chair