

Zionsville Middle School PTO Meeting Minutes



August 4, 2009

The Zionsville Middle School PTO met for its regular meeting on Tuesday, August 4, 2009 at 9:30am at Zionsville Middle School, Room 516.

Present: Jami Farrell, Molly Murphy, Shannon Ross, Mary Hilton, Jill Sibila, Dawn McKnight, Angie Leary, Kirstin Wujek, Pam Schacht, Becky Zimpfer, Angela Carr and Sean Conner.

Jami welcomed everyone to the first meeting of the school year and asked everyone to introduce themselves.

Special guest, Dr. Scott Robison, spoke to the PTO members on various topics including school nurses, janitorial services and the consideration of swapping the high school hours with the elementary school hours for a trial period. Jami Farrell thanked Dr. Robison for spending his time with the ZMS PTO today.

Jami Farrell called the meeting to order at 10:55am. Shannon Ross moved for the approval of the May 2009 minutes. Angie Leary seconded the motion. The motion was approved. Jami pointed out the sign-up sheets on the board asking for volunteers for Back to School Days, 5th / 6th grade Open House, 7th / 8th grade Open House, 5th Grade Orientation, and New Student Orientation.

Principal's Report – Sean Conner

- The 1:1 laptop program is set to begin at the start of the school year.
- Due to budgetary cuts, the front office staff has been reduced from six staff members to four staff members. Even though the school is working with a smaller staff, Sean assured everyone that the front office will continue with business as usual.
- There are no new teachers or staff members this school year.
- ZMS enrollment is between 900-925 students which is a little higher than expected.

Vice President - Shannon Ross

- PTO will focus on the following two primary fundraisers this year:
 - Amazon.com gift wrap, which will most likely be held in the first week of December.
 - Box Tops and Campbell Soup Labels

Treasurer – Molly Murphy

- Jami Farrell introduced Molly Murphy who is replacing Brian Biggs as the Treasurer for the ZMS PTO.
- Molly announced that ZMS PTO will now be using Old National Bank.
- Jami and Molly previously reviewed the budget and adjusted various programs, expenses and projected incomes. Molly reviewed the 2009-2010 budget with the members. Dawn McKnight moved to approve the budget, Kristin Wujek seconded and the 2009-2010 budget was approved.
- Jami, Molly, Shannon and Sean Conner will be meeting in the future in order to make suggestions to PTO as to the spending of the Z'Run surplus.
- The \$1300 IRS penalty was waived as of yesterday, August 3, 2009.

Newsletter – Jami Farrell for Dee Dee Medaris

- September Newsletter deadline is August 20.

Membership – Jami Farrell for Holly Waidelich

- Year to Date income is \$14,983. Budgeted is \$18,000.

Volunteers - Dawn McKnight

- An email with all volunteer information was sent to Committee Chairs.
- Dawn passed out a spreadsheet with those individuals who only volunteered for a one event as not to be missed to call upon.

Directory – Mary Hilton

- Directory is currently being put together.
- Directories are projected to be handed out the first week of school.
- Extras will be available for purchase at Open Houses and in the front office.

Spirit Wear - Angela Carr

- New spirit wear items were introduced. T-shirts are on sale for \$10-18 and hoodies for \$25.
- Spirit Wear will be sold at Back to School Days and Open Houses.

Staff Appreciation – Jami Farrell for Julie Tiller

- Back to School luncheon is scheduled for August 13 from 12:15 to 1:00pm.

Cookbook – Jami Farrell for Becky Zimpfer

- Please submit your recipes for the ZMS cookbook.

5/6 Fun Night - Jami Farrell

- 5/6 Fun Night is being moved from the spring to the fall.
- Chantelle Dodson and Sharon Vlasak will be staying on to “mentor” the new chairpersons.

New Business

PTO Constitution and By-Laws – Jami Farrell

- The PTO Constitution and By-Laws were reviewed over the summer and suggestions were made to update documents. Jami tabled the review and approval of the PTO Constitution and By-Laws to the September 2009 meeting.

Announcement

The next ZMS PTO meeting will be held Tuesday, September 15th at 9:30am at ZMS Room 516.

The meeting was adjourned at 11:30am.

Respectfully submitted,
Jill Sibila
Secretary