BPTO MEETING

03-14-2019

9:00AM

ADMINISTRATION BUILDING, ROOM 148

Present:

BPTO Officers: Katie Morris, Mandi Byrd, Amanda Morrow, Sheri Martin

Elementary Officers: Amanda Morrow (CPE), Julie Grau (TJE), Holly Stertz (ESE), Christina Baker (OCE), Joy Hogan (OCE), Glenn France (SCE), Kristy Carney (ESE), Jocelyn Lampkin (WES), Leslye Perna (ESE), Keri Sallee (CES), Tatum Aicklen (ESE), Stephanie Kees (AGE), Silvy Kerhli (ESE), Anesha Moore (ETES)

Middle Schools: Penny McGath (BFMS), Krista Davis (AAMS), Hannah Zion (CMS),

Junior Highs:

High Schools: Sheri Martin (BWHS), Beth Colbert (BHS)

BPS Administration: Dena Ross

BPS School Board:

Conference Call:

Other Guests: Beth Colbert (BPS Technology)

BPTO MEETING MINUTES

1. Welcome/Meeting called to order by Katie Morris at 9:06am. She welcomed everyone to the meeting. Conference call was not working.
2. Approval of January meeting minutes. No changes to make. Motion to approve Thomas Jefferson Elementary. Second by Cooper Elementary. All approved. No discussion. Approved by majority. No objections. Motion carried.
3. Approval of Treasurer’s Reports – Explanation of reports by Mandi Byrd. Will start invoicing for admin fees shortly. Motion to approve Cooper Elementary. Second by Thomas Jefferson Elementary. All approved. No discussion. Approved by majority. No objections. Motion carried.
4. Old Business
	1. Review of proposed bylaw updates – Sheri Martin – Thank you to those who helped on the bylaw committee. Clarification of insurance for vendors and vendor list. A school employee cannot be a treasurer on a PTO board. Minimum of volunteer hours or money to join PTO. (This drew many comments – schools should be in charge of this instead of this coming down from BPTO – this has helped many schools gain membership when free) – social media – wants to move under president – (many comments – should be just under the board – currently in bylaws has something saying that the president is the official spokesman of the PTO) – purpose of changing this in the bylaws is making this consistency – for purpose of bylaws changing it to board members being able to only post on PTO Facebook pages. All changes after discussion will be sent for review and voted at May meeting.
5. New Business
	1. Bus Driver Appreciation – Angel Willis, BWHS Secretary – would love to do something for all the bus drivers for teacher appreciation week – She will take this on and provide goodie bags - talking about changes in budget at BPTO level to pay for this year – excess money in BPTO
	2. BPTO Nomination Committee – Sheri Martin – looking for all positions at the BPTO level – great to get to know each PTO and looking for two people for the nomination committee on this – will be voted in May
	3. Treasurer Audit Training – working with Ignite students to provide an online training for treasurers for audit for questions – midyear review was a check on how your doing and make changes if needed – start preparing for audit in June.
	4. Screenagers Movie Idea and Date – Parent brought to the district with interest in having a showing of this movie - will send out the movie trailer to officers – Dr. Jones is willing to fund movie as long as we can get enough parents to view it

Q – Would we be able to get enough interest to watch and have a panel discussion?

Q – Where? – DVD – Maybe Arend Arts Center?

Q – Could we show it at a PTO meeting? – idea was to have a big showing with discussion panel

Q – Can you bring kids? – yes

Q – Length of movie? - 47 to 67 minutes

Q – When is best time? – This spring or wait until fall?

* 1. Evening Star Elementary PTO Slate of Officers - Officers introduced and bio sheet at meeting with a little bit about each officer. Sheri Martin comments on this because of her experience with helping start BWHS - work together as a team – utilize BPTO – start traditions and remember that this is going set a precedent for years to come. Officers are Tatum Aicklen (President), Leslye Perna and Holly Stertz (Co-VP), Jordan Anglin and Silvy Kehrli (Co-Secretary), and Christy Black and Kristy Carney (Co-Tresurer). Motion to approve officers by Cooper Elementary. Second by Elm Tree Elementary. All approved. No discussion. Approved by majority. No objections. Motion carried.
	2. Other New Business – See treasurer report - changes in budget for the BPTO budget going forward for the next couple of years. Trying to save money for schools and give new schools more start money. Trying to find a software program to use for all schools that would be easier for treasurers to use and print all the same reports at schools not having luck finding one. Having trouble with charges with Cash Manager and Arvest charging fees. Cash Manager is good for access for overall accounts. Mandi working on trying to meet with Treasurery Dept at Arvest to talk about receiving no fees and making cash manager better. Also looking at other banks. Definitely make sure treasurers are checking everything each month since we have had issues with Arvest. Changes include lowering admin fees and paying for bus driver appreciation gifts. Motion to approve by Willowbrook Elementary. Second by Cooper Elementary. All approved. No discussion. Approved by majority. No objections. Motion carried.
1. Nomination Committee Process – recommendation of getting two people on your nomination committee – recommend getting someone who knows a lot of people in your school community, no teachers – cannot have a school administrator on committee – communication on all positions are open every year – put in date for ending two weeks before voting so you can meet and talk to everyone – try to get those people to write a bio – if you get no nominations start soliciting for help – review applications and put people in correct positions – think about having co-leaders when multiple people are wanting to help to share the work. Nomination committee puts together slate then bring it to the meeting to vote on. Vote in by last PTO meeting of the year. BPTO does training for PTO officers. Reach out to BPTO if you are having trouble filling your slate.
2. Facebook Accounts – Beth Colbert, BPS Technology – works for social media for district and is also BHS president – starting slide show – will send out to everyone.
	1. PTP email – make generic PTO email for each position
	2. This will allow you to keep all documents and sites all in one place
	3. Visitor post – do not allow visitor post
	4. Make sure you answer messages, don’t let others tag, profanity filter – set to strong
	5. Do not use your personal email on page and do not put phone number, put school address on page instead of yours
	6. Page roles – only board positions as admins – administrators at schools cannot be on the Facebook pages
	7. No pictures of kids
	8. PTO page is linked thru BPS website
3. District Update – Deann Ross – if any questions please ask her
4. Reminders
	1. Officer Training – May – will get dates out to you after spring break
	2. Plan to Spend Money – make sure your spending money – and if you need to spend money over the summer vote on this in May – make sure you have an audit committee
	3. Next Meeting – May 9 – new officers need to attend
	4. Alice Haney – will have everything sent out tomorrow before school lets out tomorrow
5. Adjournment – 10:44am