

**Summary of Motions
Scanlan Oaks Elementary Board Meeting
February 5, 2013**

A motion was made to approve the PTO Board meeting minutes from January 8, 2013. The motion was made by Charmoin Tatum. It was seconded by Carolyn Flinn. The motion was approved.

A motion was made to approve the Treasurer's Report through January 2013. Motion was made by Kelly Seheult. It was seconded by Rachel Rodwell. The motion was approved.

A motion was made to approve Stephanie Northcutt for VIPS of the Month for the month of January. The motion was made by Rachel Rodwell. The motion was seconded by Kristine Metcalf. The motion was approved.

**Scanlan Oaks Elementary PTO Board Meeting – Minutes
February 5, 2013**

The meeting was called to order by Sandy Lapp at 10:06 a.m.

Those present were as follows:

President	Sandy Lapp
1st Vice President	Deneen Dineen
Recording Secretary	Charmoin Tatum
Treasurer	Kelly Seheult
Publicist	Trina Padilla-Mata
Parliamentarian	Debbie Tally
VIPS	Elaine Dubec Rachel Rodwell
Educational Enrichment	Val Holman Carolyn Flinn Sabina Rasheed
Staff Appreciation	Kristine Metcalf Leslie Piwowar
Principal	Michael Hejducek

Principal's Update: Michael Hejducek

We have finished all of the principal lock-ins and are posting the birthday messages that were purchased at the Reindeer Run auction.

We have finished our STAAR pre-tests. This is our best way of helping our children. It allows us to see where the children need additional instruction. Official STAAR test results from last year for fourth and fifth graders will go home today. This information will be able to be discussed during parent-teacher conferences this month.

Ms. Harrington is continuing to serve as our substitute assistant principal. She is here three days per week.

We still do not have a Teacher Liaison for PTO. Mr. Hejducek will continue to work on this.

President's Update: Sandy Lapp

Update on outdoor classroom: Sandy and Mr. Hejducek met with the gentleman that sold the outdoor classroom. We are waiting on a proposal for repair and will need to decide if it would be better to just replace it.

Sandy has been reviewing the budget to see what budgeted monies have not been used in order to determine if some of it can reallocated to where there are needs.

Parliamentarian: Debbie Tally

The people who will be serving on the PTO Nominating Committee are:

Laura Bond

Shannon Bowen

Julie Sengle

Christy Witt

Trina Padilla-Mata – Current Board Representative

Mr. Hejducek – Principal

(Teacher Representative – TBD)

Alisa Peppers – First Alternate

Michelle Reuben – Second Alternate

Jason Cleary – Third Alternate

Recording Secretary: Charmoin Tatum

A motion was made to approve the PTO Board meeting minutes from January 8, 2013. The motion was made by Charmoin Tatum. It was seconded by Carolyn Flinn. The motion was approved.

Treasurer: Kelly Seheult

The current balance is \$116,862.05. The total income is \$167,637.29 so far this year. We have met our goal for income. The total expense for the year is \$129,051.52. This is about 65% of our goal. Our net income for the year is \$38,585.77.

A motion was made to approve the Treasurer's Report through January 2013. Motion was made by Kelly Seheult. It was seconded by Rachel Rodwell. The motion was approved.

1st Vice President: Deneen Dineen

Deneen has finished thank you notes for Reindeer Run sponsors.

Educational Enrichment: Carolyn Flinn and Sabina Rasheed

Reading and Writing Night is this Thursday. We still need a few more names to help with the reading.

VIPS Coordinators: Maralou Billig, Elaine Dubec & Rachel Rodwell

The VIPS Coordinators are considering hosting a VIPS event this semester to thank all volunteers for their service.

A motion was made to approve Stephanie Northcutt for VIPS of the Month for the month of January. The motion was made by Rachel Rodwell. The motion was seconded by Kristine Metcalf. The motion was approved.

Staff Appreciation Coordinators: Val Holeman, Kristine Metcalf & Leslie Piwowar

Val is working on spirit wear designs for next year. She is also compiling a brochure for new families.

We are not doing family movie night. Reading and Writing night, Math and Science nights and Parents and Pastries will continue to be the family events at the school.

We would like to see more teachers profiled at events. Other schools have done things like put teachers and principals in a dunking booth, water gun fights, etc. We will discuss with Mr. Hejducek for next school year.

On Valentine's Day we will be hosting a staff appreciation luncheon for the staff and teachers. The money will come out of our miscellaneous budget.

There was additional discussion about the Staff Appreciation budget but ultimately no changes were made.

Meeting adjourned at 12:15 p.m.

Next Meeting: March 5, 2013

Minutes submitted by: Charmoin H. Tatum