

September 11, 2012

Franklin-Randall PTO Board Meeting Minutes-DRAFT

Board Members Present: Suzanne Buchko, Scott Dunahee, Eileen Kennedy, Elizabeth Kerwin, David McMurray, Beth O'Callaghan, Dana Prager, Jason Speich, Suzanne Swift, Soraya Willems-Neal.

Non-Board Members Present: Mike McLain, Shannon Walsh of the Wisconsin Youth Company.

Administrators Present: Britta Hanson and John Wallace.

Minutes read. Scott moved to approve the minutes as read. Soraya seconded. Motion passed unanimously.

Change in by-laws:

Last May the board discussed changing the by-laws to allow the board to fill an unfilled board position after the beginning of the school year. The old and new language is in the May 2012 minutes.

The board voted unanimously to approve the new language that was proposed last May.

2011-2012 & 2012-2013 Budget:

Jason presented the 2011-2012 Financials:

Balance Sheet – We ended 2011-2012 with \$48,300 in our cash account. The \$48,300 in Equity breaks out as follows:

- \$34,950 Savings
- Reserved for Committed Grants \$3,700
- Reserved for Franklin LMC \$4,700
- Reserved for Health Fund \$200
- Reserved for Randall LMC \$450
- Reserved for Randall Strings \$900
- Reserved for Snack Program \$3,400

Profit & Loss - Expenditures exceeded last year's Income by \$5,500. The main reason for this was the \$12,000 payment to the Olive Jones Park.

Jason presented the proposed 2012-2013 Budget:

- The updated budget features explanations on the side.
- This year's budget moves some smaller items into the principal's discrepancy fund.
- The budget allows the PTO to allocate at least \$7,400 in grants and still maintain a balanced budget.

- There was further discussion on the need for a balanced budget and the Board agreed they are comfortable allocating more than \$7,400 on grants and reducing the savings (currently at \$35,000).

The Board approved the budget unanimously.

Additional items that were discussed:

- **Music** - Franklin needs funds for concert substitute teachers; Randall needs equipment materials and funds for concert substitute teachers. Suzanne S. recommended that we keep music as a line item rather than have the dollars placed in the principals' discretionary accounts. She recommended the same for the cultural arts line item, since these are events that are not part of the school's budget, yet provide wonderful enrichment for students.
- **Electronic newsletter** – We hope to have minor cost savings this year by implementing an e-newsletter and reducing printing costs.
- **Swimming** – Britta, in consultation with physical education teachers and classroom teachers, has decided to cancel the kindergarten swimming program. She expressed concern that students are sometimes supervised by untrained adults and are at times in the locker rooms with non-MMSD trained personnel. Transportation concerns were also noted.
 - Goodman Pool offers scholarships that could provide students with a swimming experience.
 - Kindergarten staff are at best neutral regarding the swimming program.
 - There have been fewer volunteers, which increases the risk to student safety.
 - Swimming is not in the curriculum.
 - Soraya encouraged that parents be given appropriate notice, and a rationale, for the termination of the Kindergarten swimming program at Franklin.

Foreign Language Program Report:

Shannon Walsh of the Wisconsin Youth Company, Mike McLain and Elizabeth Kerwin were present to discuss matters related to transferring the after-school foreign language program from the PTO to WYC.

- Scott thanked Mike, Shannon, and Elizabeth for their work on the foreign language program over the summer.
- Shannon noted that Franklin-Randall's PTO is the only PTO involved in after-school foreign language.
- Shannon noted that taking attendance is an issue that needs to be finalized, (i.e., who will take attendance since there will be no lead teacher.) It was noted that a volunteer could do so, though volunteers are not traditionally a part of the WYC program. Another related matter is that, in the past, After School Program students were signed out for foreign language, and then returned to the After School activities. Any students who are not accounted for were marked by After School. The new system may require someone else to record this.

- Scholarships will be available, based on an early bird rate that expires by the beginning of October and then goes up \$15. The majority of participants avail themselves of the early bird arrangement. Still, some participants show up the first day of class, so an effort will be made to have a 2-week prior to class deadline and an additional fee at the beginning of class. This is due to the great amount of paperwork required that is particularly difficult to complete at the last minute.
- Scott recommended that those requesting a scholarship should be expected to do so right away.
- In the past, scholarships were 100%. The board is considering whole and partial scholarships.
- Elizabeth noted that it would be helpful to know how many former participants declined to enroll this year due to increased.
- It was noted that requests could be made for others to donate scholarship dollars.
- Dave asked about the number of students who have participated and if a decline in enrollment has been noticed. Elizabeth said that a decline has occurred, attributed to the cost of the program and other competing extracurricular conflicts. Ability to pay seems to enter into the mix. Not many lower income students participate in the program.
- Scott noted that a foreign language program is something the PTO wants to make happen. He asked what was needed from the board. Shannon said 5 teachers, \$500 in transition bonuses and \$700 in scholarships. Scott recommended that \$2,000 be allocated for scholarships.

Additional Items:

Suzanne S. noted that certain coordinator positions remain open for the upcoming year:

- Dance
- Hat
- Carnival

Suzanne B. is currently the Movie Night Coordinator and will mentor a movie night replacement. Elizabeth Kerwin expressed interest in helping with the Movie Night.

Meeting Adjourned