Indian Ridge Middle School

PTO General Meeting Minutes

May 21, 2019

1. Welcome: Mission and Change
	1. Meeting start at 6:16 p.m.
	2. Kirsten Kustin: Welcome! Will run part of the meeting, and then Holly Kaplan will run the nominating portion of the meeting.
	3. Handouts include committee list, agenda, and treasurer report with budget. Will circulate 1 copy of minutes from April meeting, which are also posted on our website. <http://irmspto.my-pto.org/>
	4. Introductions of parents with incoming 6th graders: Welcome!
	5. Introductions of Ms. Ortiz (8th grade administrator) and Abby Evans (SRO) and Andrea Tower (front office)
	6. Changes over the years
		1. SRO retired last year, and we embraced a new person.
		2. Our front office person and Registrar retired, and we embraced Andrea in her new role at the front office. Huge change for our 2100 families that come through.
		3. Ms. Ortiz came in as a new administrator.
		4. We had many new administrators come in.
		5. But there is very little turnover with teachers and staff.
		6. We have before and after care.
		7. We have new security protocol.
		8. Metamorphized in the past 5 years, and looking forward to the near future! This is the kind of place where you just jump right in. Don’t be afraid!
2. Recent Events
	1. Teacher Appreciation Week
		1. Thank you Ms. Ortiz for the way you worked with us! We split resources and spoiled the teachers and staff. Ms. Ortiz – We couldn’t do it without the PTO. Teachers were super excited about this year. They felt that much was given to them. It was very similar to how it’s usually done in elementary school. Barbie Secular filled it in, and everyone helped. Kudos!
	2. Community Involvement Awards
		1. Kristen Shea: Track your hours!
		2. We’ve earned the Golden School Award for 22 consecutive years. We have to have community and parent involvement. Our STAR system does not work the way it should, so we track on our PTO website. We have to log any hours in at the website.
		3. We’re just under 4,000 hours at the moment on the website, but estimates say it should be 5,600 hours. Log in right now and do your hours! Be sure to hit the submit button.
		4. Our PTO President was the secondary volunteer for the county. Every year, Kirsten Kustin has put in over 350 hours each year. She developed a school website, the PTO website, the PTO store. She researches purchases to find the best options for our school. She goes above and beyond with a cool, calm demeanor. Everyone knows her!
		5. Sharon Wishner also received our 5 consecutive years of 200 hours every year. That’s amazing!
		6. June 3 is our banquet. Inviting current and future chairs to go to Primetime in Weston Town Center. Awards will reveal who had 200 hours this year. Other volunteer coordinator Lori Glassman helped plan this.
	3. 8th Grade Dance
		1. Let’s pat Sharon Wishner on the back! Mariangel Scheflin says it was amazing and has heard all good things from the kids. The transformation is incredible. It ran smoothly, and the volunteers were online. The food was amazing. Tracy Kinsey’s daughter says she didn’t eat except for a doughnut because the DJ kept playing good songs every time she went to eat. They wanted to stay on the dance floor. The kids were all surprised when they walked in. We did Mardi Gras. So much easier now that a company does it. We had a student garage band perform, and the student response was great. The kids loved it. Dance has a reputation now. If someone isn’t allowed to go for discipline reasons, they try to sneak in because they know they are missing a really good event.
		2. We’re almost spot-on with the budget.
		3. Put 2 nights on your calendar.
	4. Straight-A Cabaret
		1. May change to an outstanding student with A-B honor roll or something. Mr. Murray is talking about changing it.
		2. The end-of-year outstanding awards are nominated by the teachers, a boy and a girl. Done by grade level. PTO doesn’t volunteer at this.
	5. NJHS Inductions
		1. Also yesterday. We condense some of these to use same supplies.
		2. The elections are made based on a 3.5 GPA at end of 7th grade year.
		3. Serve under a teacher adviser and have to do service hours every quarter.
		4. We served ice cream and doughnuts.
	6. Yearbook Distribution
		1. 5/28 – Distribute in morning, 9:00 – 11:30 a.m.
3. Updates
	1. Golden School Award
		1. Formula is 2x the number of kids enrolled. Have to have twice the hours as number of kids in school.
		2. There are other things they look at, too. But we just have to worry about tracking those hours.
	2. Audit Committee
		1. Yan Chen-Wong – Set up a format so that the books for the PTO can be audited. Need a minimum of 3 volunteers during the summer. Don’t know where, but it will probably be late July or early August. Takes maybe an hour, basically lunch. It’s a giant binder, and you just look to make sure everything matches. Andrea Tower, Mariangel Scheflin, Holly Kaplan are volunteering. Only rule is that Yan can’t do it.
	3. List of Committees
		1. Even if not on committee, you can come to any of the events. You can sign up on website and show up. We need you!
4. Principal’s Update – Ms. Ortiz
	1. We got enough surveys! We usually meet the requirement with the students and teachers right away, but parents are difficult. We had 40% of parents, but district wants 60%. Kept asking, and got more. Believe we met all of it, but not by a lot. Last year, we didn’t meet the parent requirement. Think this is the first year we made it. They kept extending the deadline. App and computer made it better. Always learn what you can improve on. Will results be posted? Usually, the school sends it out to the teachers, a synopsis.
	2. We are collecting uniform donations, the Friday before yearbook signing. They can wear their Friday shirts during the last week. The uniforms all get laundered, folded, organized, and displayed. When parents come to the Pow Wow, they can basically shop. One set of washer and dryer in the gym isn’t working, so it’s a little slower. There’s a new set in culinary, but it’s smaller. There are also vouchers available in the grade-level office to get new ones at Planet T. The polo must be the logo.
	3. For hoodies, ask for Indian Ridge jacket or zipper hoodie. If you have girls, please make sure the shorts are long enough.
	4. During class, phones should be off and in bag. Some teachers let them use it for academics. Some have a pocket chart thing for them.
5. Treasurer’s Report
	1. Yan – Sharon sold 370 tickets for dance.
	2. Bookstore is a combination of scholastic and remaining amount we donate to school.
	3. Shirts bins in back office
	4. 8th grade dance was remainder of expenses for various things, still a little under.
	5. School Spirit – We voted at last meeting to put message “Jaguar Country” with a jag head on fence. This the school spirit item. It’s ordered and will be the 8th grade legacy.
	6. PTO administrative – For renewal of insurance policy and for payment of tax return CPA preparation.
	7. Teacher appreciation – Some expenses from teacher appreciation week. Budget was $2,400. Don’t know if Barbie has more? There must be something. Might be under because Exquisite Catering donated a complete meal. (The principal’s secretary uses them and is quite the bargain hunter.)
	8. There are a few things to wrap up on budget actual.
		1. Academic Family Fun Nights – Thought we’d have these at beginning of year but didn’t. Tabled for this year, so that’s why $0. Will happen next year, like math, science, and language arts nights. Have to bring families in for academic nights.
		2. Academic Support – Didn’t have other requests from teachers.
		3. Cafeteria Lunches – Needs to be settle with Rosie in the cafeteria.
		4. Needy Student Fund – Divides among 3 grade level offices. Used for field trip or dance expenses of students who wouldn’t attend because of cost. Also includes yearbook, around $50. Vote: Let’s carry that over to next year.
		5. Science Field Trip – Usually for fish dissection, but it didn’t happen this year. IGFA did not do it this year. Maybe they will renew it? They’re a little short on funding themselves.
		6. Volunteer Appreciation – That’s coming up, which is why it’s empty right now.
		7. Health Screenings – Will probably go away when people review for next year. PTO used to run height, weight, BMI, etc. We helped with lining it up, not actually doing the tests.
6. Vote: Gifts to School
	1. Last year, we escrowed. This is unusual. Usually, $10,000 base to launch the year. Last year, with the MSD tragedy in February, there was hype about security. We were prepared to do what was necessary to secure the school, but district came through. Escrowed money was nest egg to fund project that maybe district wouldn’t do. $40,000 and some change and interest. Put in same bank as where all of these numbers are coming from. It’s in a savings account, which is why you don’t see it. At last meeting, voted on sound system. $6,049. We voted a little bit above that. $6,000 is coming from our giant income this year, which is about $30,000. We have about $24,000. Need to start next year with $10,000. Have on the floor a proposal for a new gymnasium floor. Our gym floor is for P.E. or yoga (almost 300 kids per grade level). Our floor is original, 22 years old. It’s been tested by the district for friction, and it passes. But we have many kids who have been injured by slipping on that floor. We’ve petitioned many times, and they’ve tested many times. We’re over it. Falcon Cove is a beautiful example of where PTO took on this project, same difficulty they had. We solicited quotes, and they match Falcon Cove’s. Tile solution like Falcon Cove’s is for $47,982 or $48,000. Same company, an approved Broward County vendor, has another solution. Traditional: Wood planks with ripples and varnish. This is $102,000. Pioneer Middle School has this solution. Don’t know where they got it, but you can see it there. Same company: You must have an approved Broward County vendor. Do they carry any warranty? What’s the life? The vinyl tile is completely smooth and looks like a rubber floor. Quotes include removal and installation. Paint new basketball and volleyball lines. Motion brought by Kirsten Kustin. Now we consider. Pros and cons? How long does it take to do this? Regina Lendinaro – Athletic Director: Spoke with her and Mr. Murray. Been through process with several inspections. Can we hire private inspectors? No, that’s not allowed. Genuinely feel there’s no other way this will get done. All of our stakeholders are satisfied with the tile approach. Andrea Tower motions to pay $48,000 for vinyl tile for the floor for the gym. Sharon Wishner seconds. Coach is more than happy to do fundraisers with all of the teams if needed. We could propose slightly less, or we could stay at $48,000 and then see if her money can go above and beyond, such as putting a jaguar in the floor or something. We write up a fiduciary agreement between us and administrator, that we allocate this amount of money. With work order, they prove that it’s what we voted on. We are hoping to do this over the summer. The other floor likely needs more upkeep. We know the coach knows what option would work best for our needs. Any more questions or discussion? No. Vote: All voting members present are in favor, and none are opposed.
	2. Sound system: You are going to love it! It will be all over: band, chorus, etc.
	3. Fiscal Year ends in 10 days.
	4. Add this year’s unused needy student fund to next year. Officer Evans: Is it possible to get some Publix gift cards? Those can’t be used for alcohol and tobacco. Audrey has stuff, food. If we can give canned goods and dry goods, there are families. Pac-a-Sac has weekend meals. Summer school locations have breakfast and lunch. For some reason, Pac-a-Sac didn’t get here. Can we pay fee for Boys and Girls Club? They give 3 meals. Back to fund, let’s keep it for next year. People didn’t know it existed, and it can get used next year. We’ll do something this year. Andrea Tower motions to roll over money. Sharon Wishner seconds. Is it whatever remains? Do we want to use some now? Whatever remaining balance is after some is used, we’ll roll over. All voting members in favor, and none are opposed. $1,700
7. Nominating Committee Update and Vote
	1. Holly Kaplan and Gaby Martinez and Maria Scheflin are the committee. Been working diligently to match volunteers with positions.
	2. Have a partial slate. Quite a few parents want to be involved.
		1. President
			1. Slate Name: Holly Kaplan
		2. VP of Fundraising – Not filled
			1. Jaguar Jog – Basically 4 events, including jog, dance, pep rally. Have a DJ at pep rally and in lunch. Have prizes, including raffles and top collectors. The prizes come from the community. Top prizes are things like iPad, air pods, etc. Need new talent on the raffles.
			2. No slate name
		3. VP of Membership
			1. Slate Name: Nicole Raizen
		4. Volunteer Coordinator – Not filled
			1. Will show you how to log in at first meeting. You’re not soliciting. Primary focus is meeting deadline for Golden Apple, which is in all of the executive board’s best interest. (Need 4000 hours documented. Just happened May 17.)
			2. Coordinate fun banquet with a budget at whatever restaurant decided. Ordered trophies for that.
			3. CIA awards – Tracking who has 200 hours a year or more.
			4. Slate Name: Clara Sanchez volunteered her name.
		5. Treasurer
			1. Slate Name: Marie Nanni
				1. She was at Fox Trail. Has a small business and handles the books. Would like to take this position.
		6. Recording Secretary
			1. Slate Name: Julie Lakosky
				1. Will also do dances.
		7. Corresponding Secretary
			1. Slate Name: Melissa Falco-Diaz
				1. She also does this at Fox Trail, so understands websites.
				2. Michelle Rubin will continue to do the Facebook page.

Close nominations and will vote as presented. Andrea Tower makes motion to approve slate. Becky Rice seconds. All voting members in favor, and none opposed. The slate is approved.

* 1. Committees need people, but usually at first meeting you get people. Mariangel will do web store.
1. SAF
	1. SAF rep is not here. Anything good at SAC? Yes, same stuff as we just did. They did their nominations and votes as well.
	2. Anyone here that has a child in ESE or ESOL that would like to be SAC representative? Those reps are hard to find. Meetings are once a month at 4:30 p.m. Usually done within half an hour. Nobody volunteered.
2. Don’t forget the banquet on June 3rd.
3. Meeting adjourned at 7:50 p.m.