

### **Call to Order**

PTO President Melissa Melnyk called the meeting to order at 12:04 p.m.

### **Welcome & Introductions**

1. Melissa welcomed all those in attendance to the final PTO meeting of the 2015-2016 school year.

### **Action/Discussion Items**

#### **1. President's Report – Melissa Melnyk**

- a. See Old and New Business.

#### **2. Principal's Report – Robyn Jones**

- a. State assessments for third and fourth graders wrapped up earlier this month, and while the later testing dates provided students and teachers with more time to prepare, the change in schedule pushed all of the end-of-year activities, programs, etc. to the last two weeks of school. This week and next are VERY busy!
- b. Field Day will take place on Friday, May 20<sup>th</sup>. Parent volunteers are still needed to help coordinate events throughout the day; the sign-up link is on the PTO Facebook page and in the weekly PTO emails.
- c. Mrs. Johnson (4<sup>th</sup> grade), Coach Weldon (PE), and Mrs. Elbel (Headstart) are all retiring at the end of the year. Mrs. Chase (kindergarten) is also leaving by way of her second retirement. A retirement party will be held for them on Thursday, May 26<sup>th</sup> at 3:30pm.
- d. Students are invited to bring their Yearbooks (labeled with their names) to school on Wednesday, May 25<sup>th</sup> for Yearbook Signing Day.
- e. School will release at 12:45pm on Friday, May 27<sup>th</sup>.
- f. Discussions about widening the sidewalk on the side and in front of the school are underway. In the meantime, benches will be placed walker line parent waiting area.
- g. Mrs. Jones offered her thanks to Melissa for her hard work and leadership while serving as PTO president for the last three years.

#### **3. Teacher's Report – Andrea McMurray**

- a. Mrs. McMurray reported that the end of the school year has been going smoothly for teachers, thanks in part to the fact that there are no construction projects scheduled to take place at RP this summer!

#### **4. Treasurer's Report – Nicole Fowler**

- a. Nicole provided those in attendance with the Year-at-a-Glance and Monthly Statements for March and April, all updated as of April 30<sup>th</sup>, 2016.
- b. Nicole briefly summarized income and expenses associated with recent events and fundraisers like Movie Night, Kroger Rewards, Yearbooks, and field trips.
- c. For the past two years, PTO has used surplus funds to purchase a gift for the school. (Two years ago PTO purchased a curtain for the stage, and last year PTO purchased a sound system for the cafeteria/stage.) This year, after leaving \$12,000 for start-up in the account, PTO has approximately \$18,000 in surplus funds and has decided (after discussions with the administration and faculty) to spend the money new tables and chairs – for the library.
- d. Kristen Howell will be stepping in as the Treasurer Elect, meaning she will shadow Nicole throughout the 2016-2017 school year in preparation for taking over the Treasurer position on August 1<sup>st</sup>, 2017.
- e. As always, Nicole is always available to answer questions or discuss budgetary concerns.

#### **5. Secretary's Report – Erin Ferris**

- a. Minutes are taken at every PTO meeting and will be posted on the PTO website within one week of the meeting. Questions can be emailed to [rockprairieinfo@gmail.com](mailto:rockprairieinfo@gmail.com).

- b. A motion to approve the minutes from the March 2016 meeting was made by Rachael, seconded by Nicole, and approved.

**6. Communication VP's Report – Rebecca Young**

- a. Committee Chairs should email Rebecca ([reblynnyoung@gmail.com](mailto:reblynnyoung@gmail.com)) as soon as information about their events (dates, times, volunteer needs, etc.) is available so she can plan how to fit that information into upcoming weekly emails, six-week newsletters, and the broader social media communications plan.

**Old/New Business**

**1. Staff Appreciation – Becca Johnson**

- a. Becca extended a thank you to all those who contributed to the success of this year's teacher appreciation gifts and events. The daily treats during the first week of school, daily treats and coupons during Teacher Appreciation Week, catered lunches, parent participation lunches, dessert/cupcake days, Sonic drinks, Goodies of Gratitude, and Christmas gifts were all very well received!

**2. Yearbook Update – Amy Heye**

- a. Yearbooks have been distributed. The company required PTO to order 315 yearbooks – more than were purchased ahead of time by students and their families – so the extras will be for sale throughout the coming weeks (and in the fall as well).

**3. Recognition of Current Board Members – Melissa Melnyk**

**4. Introductions of Incoming Board and Committee Members – Melissa Melnyk**

- a. See accompanying spreadsheet of Board Members, Committee Chairs, positions/titles, and contact information.
- b. A motion to approve the roster of Board Members for the 2016-2017 was made by Mica, seconded by Becca, and approved.

**Other**

1. [www.rockprairiepto.org](http://www.rockprairiepto.org)
2. [rockprairieinfo@gmail.com](mailto:rockprairieinfo@gmail.com)
3. [www.facebook.com/rockprairiepto](http://www.facebook.com/rockprairiepto)

**Adjourn**

In her new role as PTO President, Rebecca Young adjourned the meeting at 1:04p.m.

Submitted by Erin Ferris on May 17<sup>th</sup>, 2016.