

Butler Middle School PTSA

Executive Board Meeting 8-16-17

Hilary Ripley, Lori Schneider, Lisa Devashrayee, & Paula Logan

Topics of discussion:

1 – Insurance: Opted to continue with our current coverage. Opted to not purchase the Media Liability Endorsement and Terrorism coverage.

2 – Memory Book: Decided that we will have Life Touch Rep come to at least 3 student meetings throughout the year to help keep on track. Students will all submit applications to be on the memory book staff to the PTSA. Administrators will need to screen those applications for approval before they are chosen. This approval will be according to their academic and behavior/citizenship standing. There will be a formal committee meeting to pick Staff members and those notes will be attached accordingly. Cost stays at \$25 until October 1st. Then cost increases to \$30. As of March 1st cost increases to \$40 and stays the same thru the end of the year.

3 – Sign-up Genius: Lisa will set up an account through the PTSA email account. Then contact Stefanie to do this during the year. Lisa will set up the first week volunteer sign-ups.

4 - Reality Town: Discussed that if this is a PTSA event and we are paying for it, the budget needs to be addressed and decreased some. Since the school lost funding for the Curriculum we are covering that cost – roughly \$450. Then we want to thank those volunteers some way, discussed that most don't stay for lunch, since they are in a hurry to get to work, etc. Also, are the candy bars necessary? After talking to Tatiana that budget will be \$850. Tatiana will determine where the extra \$400 is spent – breakfast, lunch, candy bars for students, etc...

5 – Budget: We discussed the proposed budget submitted by the committee. We did alter a few categories: Reality Town, Reflections, Red Ribbon, memory book, and Spirit Wear. Final approval will be at Back to School Night meeting.

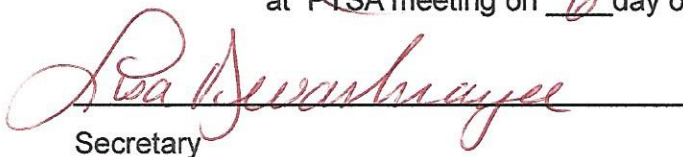
6 – Breakfast for teachers: Monday at 7:30am. Clean up at 10am. Presidency will be introduced. Lisa will go and purchase the food.

7 – Ms Logan will find our Teacher Rep so they can plan on attending our PTSA meetings. She will let us know who this is. Ms Logan and Mrs Van Haaften met to work on the school website. Once the website is up and running Lisa will submit the PTSA info to Mrs Van Haaften.

Confirmed PTSA meeting will be the 1st Wednesday of the month. And the 3rd Friday of the month for Student members. These will possibly change with holiday's and such.

Adjourned

Meeting Minutes approved / approved as corrected
at PTSA meeting on 6 day of Sept, 2017


Secretary

9/6/17
Date