

Sylvan Park PTO Meeting May 4, 2021

1. Updates from PTO President, Ruth Butler
 - Ruth thanked Ms. Goetz and Ms. Hewitt for their leadership during this uncertain year.
 - Reminder of Hattie B's night coming up on May 17
 - Don't forget to purchase School Supply kits!
 - Hatch Print Show prints are for sale with info coming soon about distribution.

2. Proposed 2021-2022 PTO Executive Board
 - Proposed 2021-2022 PTO Executive Board members presented by Ruth Butler:
 - **President** – Theresa Yarber
 - **Vice President** – Emily Fisher
 - **Ex Officio** – Ruth Butler
 - **Treasurer** – Matt Grace
 - **Treasurer-in-Training** – Jenn Morse
 - **Secretary** – Lacey Burke
 - **Fundraising** – Jennifer Ervin & Russelle Bradbury
 - **Volunteers** – Sarah Grace
 - **Teacher Appreciation** – Christina Coldiron & Natalie Goldsby
 - **Diversity** – Sarah Laos
 - **Communications** – Amanda Reynolds
 - **Community Relations** – Annette Ashley
 - **Teacher Representatives** – RA- Lizzy Williams, K-2- Jenna Hahn
 - Poll was taken of all attendees in the Zoom meeting and 100% of attendees voted to approve the proposed board.

3. Proposed Budget
 - Ruth presented the 2021-2022 proposed budget. The Disney show has been removed from the budget for next year. The kindergarten tote bags are removed from the budget (they have already been bought and were not used this year). The budget for next year is about \$50,000. This includes \$23,000 in expected expenses and \$26,000 in recurring expenses.
 - Poll was taken of all attendees in the Zoom meeting and 100% of attendees voted to approve the proposed budget.

4. Changes to Bylaw language

- Ruth presented the proposed bylaw changes. The bylaws currently state that \$15,000 must be kept in account as reserve funds. After researching other neighboring PTOs, it was concluded that we hold more than most comparable schools in our reserve. The executive board decided to amend the bylaws and would like to propose changes to article 2.6c and 2.6d.
- The revised by-laws would be:
 - (c) The PTO shall maintain a Reserve Fund equal to 20% of the current fiscal year Operating Expenses (the Budget less earmarked Fundraising Expenses) or \$5,000, whichever is greater (the “Reserve Amount”). The Reserve Fund shall be held in interest-bearing account separate from the PTO’s general funds.
 - i. Any interest from the Reserve Fund may be transferred to the PTO’s general operating account(s) or reinvested.
 - ii. If the balance of the Reserve Fund exceeds the Reserve Amount for any reason, the Board may elect to transfer the excess to the PTO’s general operating account(s).
 - ii. Notwithstanding any other provision of this Article, the Reserve Fund may be used for expenditures as approved by a Board vote followed by a full PTO vote.
 - iii. If at any time the Reserve Fund contains less than the Reserve Amount all fundraising earnings except for designated under Article 2.6(b) (Earmarked Funds) shall be deposited in the Reserve Fund until the balance reaches the Reserve Amount.
 - (d) In addition to the Reserve Fund, the PTO shall strive to preserve a reasonable balance at the end of each fiscal year, to be used by the next year’s PTO as a starting point for the following fiscal year; and,
- Poll was taken of all attendees in the Zoom meeting and 100% of attendees voted to approve the proposed budget.

5. Updates from Ms. Goetz

- The school is in the MAP testing window (this week and next). In addition to this, some students are also doing additional testing for Encore.
- Field Day is this Friday. It will be a “Quiet Field Day” this year (just during related arts classes) so there are no big gatherings. Rain date is May 14. There will also be a virtual field day so virtual students can participate.

- Thank you from staff to PTO for teacher appreciation week!
- Promising Scholars will be June 7 - July 2. Ms Newberry (3rd grade teacher) is the lead teacher for Sylvan Park. 190 students are projected to qualify so Sylvan Park will be staffed for that. Currently only 93 students have signed up. For any questions about Promising Scholars, refer to the MNPS website.