

**LIBERTY MIDDLE SCHOOL
PTO MEETING MINUTES
SEPTEMBER 18, 2007**

Meeting called to order at 9:30am by Laura Sams.

In attendance: Andrea Wood, Linda Linkens, Tracy Robinson, Leanne Gossett, Michele Fertig, Jeff Davis, Kim Hollingshead, Betsy Owens, Gena Williams, Annette Everly, Cathy Eckhardt, Mark Latham, Laura Sams, Carol Cole, Vanessa Hamilton, Sue Bastaja.

Welcome by Laura Sams and Mark Latham. Introductions by those in attendance.

Secretary's Report: Motion made by Annette Everly to approve minutes as amended, seconded by Jeff Davis. Motion approved.

President's Report: Laura Sams and Mark Latham

- Co-President's and Chair responsibilities list was distributed and reviewed
- End of the year 8th Grade celebration went well
- * Tina Flannery had to step down as Treasurer. Betsy Owens assumed the position and was approved by the Board in July
- We are still seeking an Asst. Treasurer. Mark Latham is acting as interim Asst. Treas.
- Other volunteer needs: Book Fair, Parent-Teacher Conferences

Treasurer's Report: Kim Hollingshead

- 07/08 Budget: see attached
- Many areas have been subtracted by about 1/3 due to fewer students at LMS this year
- Extras: Misc. fund is Board approved. If anyone needs money, they won't have to wait until next PTO meeting for approval
- LogoWear: \$4000 of merchandise was purchased. There is a profit of \$63 so far.
- Scrip: check for \$15,000
- PTO purchased paper
- There is about \$24,500 in account, still have some Scrip due
- CD will mature in December

Motion made by Michele Fertig to approve 2007-2008 budget, seconded by Cathy Eckhardt. Motion approved.

Assistant Treasurer's Report: Mark Latham

Financial Report: See attached

- PTO profit from Scrip in 04/05: \$12,000, 05/06: \$22,000, est. 06/07: \$23,000
- Scrip as of now, 43 orders, 21 for monthly Giant Eagle (\$300/mo.)
- Request \$17.02 for ink cartridge
- Scrip/gift cards fund our entire budget
- \$20,000 for DC trip for 6 and 7 grades (more w/ Kroger included)

Reporter: Linda Linkens

- Distributed upcoming newsletter
- Please notify Linda of any changes

Principal's Update: Gena Williams

- Very smooth start to beginning of school year. Less students and staff have changed. Have changed the building dynamics.
- Student Council: Students submitted applications and were chosen by Administration.
- Red Ribbon Week: ribbons have been ordered. We will alternate speakers, not students. There are powerful speakers this year! Parents are welcome to attend.
- Pep rallies: will be held on Thursdays at the end of the day
- Advisory: There is a direction change in the building- there is no longer "home base", now "advisory". Goal is to build relationships.
- Interest Groups: Will meet 2 times/ month, 12- 14 students in each. Subjects are very diverse. Students will be in the same group 1st semester, change for 2nd.
- Interim Reports: will be sent home w/ students next week- not mailed.

Old Business:

- Sound System: We have a new quote. There is a request for \$2500, remaining \$1200-1500 will be covered by Drama Club and the Principal's fund. It should be installed before the November play.
- Smart Boards: It is a huge endeavor to get them up and running. They are being used in Science and Math in all grade levels.
- Beautification: Help is needed from any interested volunteers. Ongoing projects are being maintained outside.
- Logo Wear: We need to get merchandise out to sell. Anything sold is total profit. Suggestion to sell items at Friday school store and special events. Can we sell it at school sporting events?
- Back to School Store: Sale went well. 112 pre-paid/pre-made bags, 6 pre-made bags given to Guidance Office. There were 25 volunteers. Suggestions: find co-chairs and start process earlier, pre-orders were difficult- it took time during summer execute it all. Discussion tabled to next month.
- Summer Brain Games: We don't seem to have much participation from entering 6th graders. Those who did participate will be recognized.

Motion made by Linda Linkens to drop Brain Games for next year, seconded by Tracy Robinson. Motion approved.

New Business:

- Web page: Jeff Davis will be handling. Will take ideas, requests for the web page. He hopes to have it up and running in the next few days.
- Parent Teacher Conference dinners: PTO will host Oct. 3 dinner, Student Council will host Oct. 9 dinner. Will run from 3:10-4:00
- Book Fair: Tracy Robinson will chair. Oct. 8-12 during school hours and the evening of Oct.9 during conferences

- School Store: Michele Fertig to chair. Ready to begin Fri., Sept. 28
- Magazine sales: Oct. 10-23. It is a school event, not a PTO event, but PTO supplies the volunteers. 36% goes to DC trip
- Author Visit: How to approach? It is a large item in the budget. Needs to be more age-appropriate. Discussion tabled to another time.
- Parent to Parent: nothing scheduled yet
- Directory: How to save costs: same idea, but smaller.

Motion made by Annette Everly to adjourn the meeting at 10:55am, seconded by Michele Fertig. Motion approved.