



East Point Academy

Parent Teacher Organization Minutes

Elementary Media Center 4:45

September 3, 2019

1. Administration Report
  - a. Math Coach and Mandarin Teacher search
  - b. New website launches last week
  - c. Pogo App: carpool app launched this year. Admin would like to see more families use it.
  - d. Custodial staff worked hard over the summer to prepare the schools and EPA looks great!
  - e. Police officers visit throughout the day
  - f. Families Strengthening Families program meets at every Thursday at the Middle campus
  - g. College partnerships: Clemson with science; USC with Bilingual matters
  - h. Enrollment between both campuses 720
  - i. Café leakage under control - one line was open that day; classes left 5 minutes early.
  
2. Bylaws revisions
  - a. Changes
    - i. Article 4 Membership
      1. Section 2: Principal change to Head of School
    - ii. Article 5 Officer
      1. Section 1: remove G. Second Past President
      2. Section 2 A: Number 5 – remove ad hoc
      3. Section 2 B: Number 2 – add ‘In the absence of committee chair(s) Vice President can act as committee.’
      4. Section 2 B: Number 3 – Remove develop agenda for all general membership and executive board meetings and publish at least 3 days in advance of any meeting. Add ‘Coordinate facility use for events with head of school, custodial staff and Development/Public Information Coordinator.’
      5. Section 2 C: Number 1 – Remove within three days of a meeting. Add ‘before next Executive PTO meeting.’
      6. Section 2 C: Insert Number 2 – Add ‘Develop agenda for all General Membership and Executive Board meeting and publish at least three days in advance of any meeting.’
      7. Section 2 C: Number 6 – Remove creating and publishing the PTO newsletter. Add ‘submitting PTO news and events to the school newsletter.’
      8. Section 2 D: Number 1 and 2 should be all under number 1.
      9. Section 2 G: Remove this section
      10. Section 2 H: Change to G and remove Number 4.



11. Section 3 A: Number 2 – Remove by the officers
  12. Section 3 B: Number 2 – Remove counted; replace with ‘verified’; removed principal and a non-running member of the PTO; add ‘by school official.’
  13. 2. add verbiage about committee chairs;
  14. 3. remove first sentence (correct spelling of public)
  - iii. Article 6 – General Membership Meetings
    1. Section 4: Change 48 to 24 hours
  - iv. Article 7 Committees
    1. Section 1 B: Remove; update letters that follows
    2. Section 1 New C: Add ‘Committee chairpersons shall present final ideas to the Executive Board to be voted upon before executing plans and acquiring funds. Coordinators shall vote on matters before the board on items that pertain directly to their committee.’
  - v. Article 8 – Finances
    1. Section 1 B: At the end of the fiscal year, the Executive Board shall leave a balance of \$10,000 - \$15,000 in the PTO account for the following school term, funds permit.
    2. Section 2 A: Remove Three authorized signers from the PTO Executive Board or school administration shall be available. Add ‘No debit card permitted at any time.’
3. Financial report – ~~Approval of budget for the year~~ Tabled for General Session Sept 18
- a. Quote for Middle School bookshelves: 844.41 each Requesting 4
  - b. Benches: sent the wrong colors haven’t heard back about reshipment
  - c. Penny War: extra recess (Team USC and Clemson)
4. Updates
- a. New Memberships
  - b. Online store
  - c. Merchandise order
    - i. readjust inventory – need to order at least 100 shirts to make money
    - ii. All events merch will be sold
  - d. Teacher appreciation – Survey results sent to teachers
    - i. 81% Less frequent more valuable
    - ii. 84% consumable gift
    - iii. 70% gift cards
    - iv. Starbuck and Chick fil A tied
    - v. Larger gift card: Amazon, then Walmart Target
  - e.
5. Events
- a. Elementary campus on Thursdays; Middle campus on Tuesdays



- b. General meeting idea: Present 3 committees, handouts and sign up volunteers;  
September 19
  - c. Chili Cook Off: Rescheduled for November 19
  - d. Moonfest
    - i. Jenn sent a list of games
    - ii. Roper will coordinate volunteers
6. ~~Bulletin board themes for the year~~ Tabled for next meeting
7. Parent Concern: Issue with Facebook parent page. Suggests PTO to take on the responsibility of managing the page.
- a. Bounds stated the parent FB page will not be affiliated with the school.
  - b. Suggestion: speak to the SIC, who's focus is to improve the school by working with the school's Administration team.