

**Minutes**  
**Franklin Special School District**  
**Parent Teacher Organization (PTO)**  
**April 21, 2015**

The meeting of the Franklin Special School District (FSSD) PTO was held on Tuesday, April 21, 2015, in the Library at Freedom Middle School. The meeting was called to order by Kirsten Fuller at 6:01 p.m. A quorum was present.

Officers in attendance: President – Kirsten Fuller; Vice-President – Mary Craig Brown; Secretary – Vicky Stiles; Treasurer – Cindy Scearce.

Community Relations Representative – John McAdams.

Representatives from member schools in attendance: Franklin Elementary, Johnson Elementary, Liberty Elementary, Moore Elementary, Freedom Intermediate, Freedom Middle, Poplar Grove Elementary, Poplar Grove Middle.

The Minutes of the March 23, 2015 meeting were distributed and reviewed. Meeting date was corrected to read “March **23**, 2015.” **MSC** to approve the Minutes as amended.

**Officer’s Reports**

**President:** Kirsten Fuller reported that PTO appreciation gifts for the Central and Annex FSSD staff and FSSD School Board were received with much thanks and gratitude, and acknowledged their thank you cards addressed to the FSSD PTO.

Ms. Fuller presented the proposed slate of FSSD PTO Officers for the 2015-2016 school year. They were individually presented, and elected or re-elected by MSC to their respective positions:

Jennifer Morrison – President and new Officer to the Board;

Mary Craig Brown – Returning as Vice-President for a second year;

Vicky Stiles – Returning as Secretary for a second year;

Cindy Scearce – Returning as Treasurer for a second year.

Also nominated and elected by MSC to the position of Community Relations Representative was Joel Hoag.

Brandi McCutchen was confirmed as Hospitality Representative, a new position approved by the FSSD PTO at their meeting on November 14, 2014.

The proposed meeting dates presented by Ms. Fuller at the March 23, 2015 for the 2015-2016 school year were approved by MSC, as follows:

September 15, 2015

November 17, 2015

February 16, 2016

April 19, 2016

**Treasurer:** The treasurer's report was presented by Cindy Scarce, and is attached. In follow-up to the discussion at the March 23, 2015 meeting concerning start-up funds, Ms. Scarce reported \$1,750 will be needed for PTO start-up funds at FSSD schools for the 2015-2016 school year. On her recommendation, it was agreed by those present to distribute the start-up funds. Ms. Scarce will ensure these funds are disbursed to the schools in July. MSC to approve the Treasurer's report as presented.

### **FSSD School Board Report**

Dr. David Snowden was unable to be present at the meeting. John McAdams reported briefly on the business of the FSSD School Board at their recent meeting on April 13, 2015.

The school board is currently engaged in three budget work sessions, with the final session scheduled for June. The board also discussed finance budgets. At their April 13, 2015 school board meeting at JES, the Top 40 Volunteers in the FSSD were recognized with thanks and awards for dedication to their child's respective school this past year. Performance goals for FSSD staff were reviewed and approved. Various policies were reviewed and approved for the 2015-2016 school year. The proposed textbook adoption presented to the school board was also approved.

### **School Reports**

Representatives from FSSD schools presented their reports, and are attached as submitted.

### **Unfinished Business**

Disbursement of start-up funds for the 2015-2016 school year -- Refer to Treasurer's Report.

### **New Business**

Ms. Fuller moved to appoint an Auditing Committee to audit FSSD PTO financials for the 2014-2015 school year. The audit will need to be completed prior to June 30, 2015. Results of the audit will be reported at the September 2015 meeting of the FSSD PTO. The following Officers and Board members were appointed as follows:

Kirsten Fuller – Outgoing President

Jennifer Morrison – New President

JP Hoag – Elected Community Relations Representative

Cindy Scarce – Elected Treasurer (2<sup>nd</sup> term)

Ms. Fuller reminded school representatives to pick-up boxed envelopes for their respective PTO membership drives at the start of the new school year. New membership letters that better define the difference between school PTO and FSSD PTO will be sent to the schools prior to the start of the school year.

**Next Meeting**

The next meeting of the FSSD PTO is Tuesday, September 15, 2015. Time and location will be announced.

Meeting adjourned at 6:33 p.m.

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Vicky Stiles, Secretary