

September 10, 2018

Saline High School Meeting Minutes

Present: Lisa Rentschler, Lori Halloway, Michelle Doran, Laurie Dawson, Dawn Ducca, Darcy Berwick, Debbie Houde

I. President Report

- a. Introductions and approval of minutes from April 2017. Dawn motioned to approve and Laurie seconded with changes to Lori's and Darcy's names.
- b. PTO coffee - September 27th - Michelle and Lisa will attend on the high school's behalf.
- c. College night update -
 - i. Currently September 25th (pending approval)
- d. Open House is September 13th - Laurie will be speaking and encouraging online donations.
- e. Homecoming game is October 12th and dance is October 13th
- f. PTO on the go - Laurie has created a template with a logo
- g. Meeting Notice and Timed Agenda - responsibility of Lori (Debbie will send template)
- h. Minutes - responsibility of Deb

II. Treasurer's Report

- a. Updated budget presented and discussed ytd
- b. Need to push out message to parents a reminder to donate as well as a short list of where the money is going (i.e. towards classrooms, etc.)
- c. "PTO on the go" expenses - adding onto PTO supplies - new total \$1200
- d. Debbie made a motion to approve budget with above changes and Dawn seconded. Motion carries.

III. Grants Update

- a. Once a grant is submitted and approved - there will heretofore be a 30 day limit from date of approval for submission of reimbursement request or the grant will be considered null/void.
- b. Email to staff will be sent out by October 1st with the intention of due date for submission for requests of October 15th to be discussed at the October 16th meeting. Approximate estimate of allotted funds \$5000.

Meeting adjourned with motion by Lori at 7:47 PM

