

Cornerstone Academy PTA

Executive Board Meeting

September 12, 2016

President D'Nette Dodds called the meeting to order at 7:50 am in the library of Cornerstone Academy (CSA). Those in attendance were D'Nette Dodds, Kristen Hopper, Roxanne Camden, Betsy Humphrey, Crista Landa, Susan Marks, Twyla Shea, Jennifer Major, Dina SHugart.

The minutes from the May 2016 meeting were distributed and approved with an adjustment to financial report attached.

Treasurer

Kristen Hopper presented the financial report, which is attached. Current budget is off by \$13,000.00, which will be reconciled by Ms. Hopper.

A discussion regarding whether or not CSA PTA needs general liability insurance coverage ensued. Ms. Hopper plans to look into cost of insurance and true need of such coverage.

Ms. Hopper requested a member to volunteer to review PTA bank statements. Dena SHugart volunteered.

A discussion regarding needing tax free days for spirit sales (auction and back to school night). This requires approval at PTA general meeting.

Ms. Hopper stated our beginning budget for the current (2016-2017) school year is \$57,000.00

It was suggested to post Kroger card school code in school newspaper. This way parents can link their shopping card to CSA for fundraising.

Ms. Hopper stated that she will continue to amend the budget and closed her report.

Director's report – Jill Wright

Ms. Wright brought up the cost of French workbooks, which is \$1300.00. She would like to have PTA fund the cost of using Mango language software instead of workbooks. Cost of software is \$1,200.00 annually. It was decided that more information is needed in order to make a decision and will discuss

during next executive board meeting (October). Ms. Wrigh then discussed upcoming CSA open house (9/20) schedule as well as agenda for that evenings general meeting. During meeting updates on construction of CSA new building will be given as well as timeline for moving to new buikding, whicg proposed to be Fall 2017. Information for purchasing paver bricks for new campus will aslo be mentioned.

## Membership

Ms. Betsey Humphrey presented the PTA audit and stated that the PTA secretary must include plan of work (exectutive board) in minutes as well as to label correctly all PTA binders. This ensures ease of finding needed minutes and PTA infporamtion.

Ms. Humphrey said that she is continuinf to get all partent volunteer formsd to the appropriate chais of comittess. Memebershio report is currentlky being finished up pand will be sent out asap. Report will be avaiabake for review at general meeting.

## Ways and Means

Crista Landa states that auction still needs a chair to handle food for carnival and sign up. Jennifer Majors asked if it was poosble to serperate carnival food duties from teacher apprecuiation.

Tentative date for auction/carnival is April 21, 2017.

## New Business

Dena Shugart volunteered to handle bank staements.

Motion to adopt record retention polociy was approved by Kristen Hopper and seconded by Roxanne Camden.

Motion to adopt conflict of inteterst policy was approved by Kristen Hopper and seconded by Jennifer Major.

A discussion ensued about the need to appoint SBISD Coincil Delegates. Kristen Hopper will give further info at nest Executive Board meeting on October 6, 2016.