

## Franklin-Randall PTO Board Meeting Agenda

February 9, 2016 – 7:30 – 8:30

Randall Elementary School Library Media Center

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1. Call to order
2. Approve December meeting minutes (Melissa) - 2 min.
3. Treasurer Update (Chris) – 3 min.
4. Fundraising Update, including Rummage Sale plans (Kristina, Sara, Lindsay) – 15 min
5. Financial policy and budget items (15 minutes)
  - a. Resolution to adopt [PTO Cash Flow and Capital Fund Guidelines](#)
  - b. Resolution to adopt [Off-budget Funding Request Guidelines](#)
  - c. Resolution to adopt [2015-2016 Capital Fund Budget](#)
6. Budget line item for substitute teachers – clarifying use (expanding on the following motion approved at 4/14/15 meeting): (10 min.)

This fund will be used to pay the salary-related costs to hiring substitute teachers which cover the time away from the classroom for regular teachers. All approvals are contingent upon the teacher demonstrating that a particular professional development opportunity is tied directly to the School Improvement Plan. The PTO Board understands that these opportunities will be on a spectrum including, but not limited to a teacher visiting another classroom teacher at another local school, attending a conference in a subject area, to internal meetings at the schools around a particular topic.
7. Parent Empowerment Group Reports (Tonya, Ellen, Reesie) – 8 min.
8. Other updates – 5 min.
  - a. Nominating committee (Colleen, Amy, Melissa)
  - b. Please contact Colleen with any priority agenda items for remainder of this year
  - c. Volunteer recruitment / Coordination (Amy)
  - d. Carnival (Colleen)
  - e. Equity and Inclusion, Health & Wellness, and Franklin Play yard Committee updates made at PTO Membership meeting (Colleen)
  - f. Other
9. Adjourn