

## **2024-25 Percy Priest Elementary PTO Executive Committee Meeting Minutes, March 18, 2025**

A regular meeting of the PPE PTO Executive Board was held in the school library on March 18, 2025.

The meeting convened at 5:00pm. President Jenny Alfrey presided.

**Attendees:** Russell Young, Principal; Brooke Temple, Jenny Alfrey, President; Carlin Graham, Treasurer; Kristin Gentry, Vice Treasurer; Marcy Burrige, Fundraising Chair Report; Erin Kaiser, Secretary; Kelly Reed; Libba Alden, Past President; Christina Brumleve, Teacher Liaison; Emily Cary, Teacher Liaison.

### **I. Welcome & Call to Order**

1. Jenny Alfrey called the meeting to order.

### **II. Approval of Prior Meeting Minutes**

1. A motion was made by Marcy Burrige for approval of the February 18, 2025 meeting minutes with Kristin Gentry seconding the motion. The motion was passed.

### **III. President's Report**

1. Jenny Alfrey provided the President's report.
2. She reported that the auction and spring party is coming up. We currently are seeing low ticket sales, but everything else is on track. Have until next Friday to sell more tickets.
3. The Alumni gathering will take place on April 13. Currently, 130 people are registered. Melissa Hood, Ms. Cathy, and Ms. Lolita have done a wonderful job preparing for the event.

### **IV. Principal's Report**

1. Dr. Young provided the Principal's Report. He reported on the time capsule, a vision of 5<sup>th</sup> grade student Boman Seibert. The goal is that the time capsule will be opened on the 100<sup>th</sup> anniversary of the current building in 2057.
2. Alumni event – NBA player Cameron who attended PPE may make the event?
3. We are working on plans for moving to the new building and other new building items
  - i. Teachers have packing boxes and can start packing whenever they want, but they must be kept in the rooms until May 16. All boxes will be moved to the café on May 17. During the last week of school, the cafeteria will be closed, so students will have outdoor sack lunches on the last 3 full days of the school year.
4. Budget season – met with leadership team (Jenny and Mary Grace were involved). As long as our enrollment continues to increase, the amount of money that we receive from MNPS will increase. Because the cost of living is also going up, many schools that aren't growing will need to cut positions. Luckily, we do not need to cut! So we are looking to infuse and add to what we already have. Things will be finalized on the school budget side this week, and then we will reconvene when we receive the PTO budget (biggest facet is the staff salaries). Great ideas and plans are in the works for next year!
5. March Mathness is next week. This is our yearly reminder that this subject can be fun!
6. Mrs. Cary and Mrs. Brumleve reported that report cards come out next week. Let's finish the last 9-weeks strong!
7. TNReady starts April 15 for 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> graders
8. Carlin Graham asked if our budget for next year includes preK
  - i. We don't pay for preK staffing, but we have to budget for supplies (per kid)

### **V. Treasurer's Report**

1. Carlin Graham provided the Treasurer's report. She reported that we have approximately \$175k in the operating budget and \$210 in the money market
2. Kristen met with finance committee. She received feedback on the budget and will send to board prior to the April budget planning meeting.
3. Based upon the meeting with the finance committee, Kristin made a motion to move from our current money market to another Pinnacle account that has a better interest rate.
  - i. Current money market account is getting 1.85% interest rate. Proposed a transfer to one that is closer to 4.2% (fluctuates). Minimum of \$50 in the account required. No limit on daily liquidations.
    - I. Carlin advises keeping an eye on who is named on the accounts as we transition from year to year.
  - ii. Motion was seconded by Mary Burrige. It passed
4. Feedback from finance committee: our reserves are currently high – \$210k is not needed. More like \$100k is ideal. Keep this in mind when we budget for next year and look at teachers' salaries.
5. Do we want to include an athletic budget line item in the budget? Currently, we have xc and soccer and potentially other PPE sports teams

#### **VI. Fundraising Chair Report**

1. Marcy Burrige provided the Fundraising Chair Report.
2. She reported that the fern sale is going on until this Friday, and GHG fundraiser is on Monday.

#### **IV. New Business**

1. Jenny Alfrey made several motions to approve purchases for the new building from our budget. All of these purchases have been previously reviewed and approved by our finance committee.
  - I. Jenny reported that we will be getting a large donation (\$28,490) from Mr. Thomasin. In light of this donation, Jenny Alfrey made a motion to purchase a lu board and a corresponding plaque to go into the new gym at the cost of \$28,490. It will go into the budget against INVEST. Mrs. Christine Brumleve seconded the motion. It passed.
    - I. Mr. Thomasson is a PPE alumni. His parents/dad were one of the first PTO members when this school opened in 1957.
  - II. Jenny made a motion to approve the purchase of a warranty and subscription for the lu board at the cost of \$3,766. Kristin Gentry seconded the motion. It passed.
  - III. Jenny Alfrey made a motion to approve the purchase of a new bulkhead sign for the lobby of the new school building. Moriah Farmer has designed the sign. It is metallic painted and will cost \$4,150. A rendering of the sign was passed around. Carlin Graham seconded the motion. It passed.
  - IV. Jenny made a motion to amend the budget to add a new line item for new expenses. Kristin seconded the motion. It passed.

#### **V. Adjournment**

1. Jenny Alfrey made a motion to adjourn. The meeting was adjourned at 5:25pm.

Erin Kaiser  
Secretary, PPE PTO Executive Board