

Lake Carolina Elementary PTO Minutes
October 1, 2009

Attendance: Dr. Lynch Dr. Berry Mr. Newton Jennifer Gray Natalie Ward Nancy Dabbs Allison Capps Angela Scott Roberta Dix Amy Strassel Lisa Haskins Heather Bass Jan Faile Jacquie Betley Sarah Boone

The meeting was called to order at 6:35 pm by Jennifer Gray, PTO President.

Treasurer's Report

- Treasurer, Angela Scott reported that we made \$700 from Family Night.
- Angela Scott went over where less money was made than last year. Not as many BINGO cards were sold this year. Dr. Berry suggested that maybe we should look at different food for next family night.
- Jan Faile reported that the book fair made approximately \$16486.60 and we will get 25% of that. She thanked everyone for their help at the book fair.
- The Board voted on the change in bylaws that was proposed at the last meeting. It was unanimously approved.

Old/New Business

- Holiday Shop was discussed. Mrs. Faile offered the PTO use of a portion of the media center for the shop. The shop will be Dec. 7-11. Amy Strassel, volunteer coordinator, asked for a schedule so that she could get volunteers.
- Amy Strassel asked that she get volunteers for all school events. It was brought to the board that teachers sometimes get their own volunteers. We need to be sure that all volunteers have signed proper paperwork and have seen the required video.
- Sonic Night is Thursday, October 8. Dr. Lynch will send out a schedule of when teachers are working.
- Dr. Berry presented the board with a "wish list" of things that teachers would like to have. The board voted on buying these things at the current time: 4 digital cameras, 1 clicker system, Lumins Flex Cam for Science lab, Brain Pop renewal, Scooters for PE, Art supplies, hand drums for music, and books for Guidance.

Committee Business

- Fundraising: 2 candidates were presented for this PTO position. The board voted and approved both candidates serving as Fundraising Co-chairs. Jennifer Gray will contact both candidates and see if they accept the position.
- Amy Strassel presented Evergreen Industries fundraiser.
- Natalie Ward reported that she spoke to the fundraising company regarding the discount cards. For each card that we sell for \$10, the school receives \$8. If the board decides to do this fundraiser, PTO will provide the prizes.
- Celebrations: Roberta Dix reported that 3 homeroom parents still haven't watched the required video. She also said that about ½ of the teacher books had been picked up and will be given to the teachers at the holiday celebration.

Principal's Corner

- Dr. Lynch announced Mr. Newton as the new principal of Bridge Creek Elementary.
- Dr. Lynch reported that we should have a new Asst. Principal in the next 3 weeks.
- Commitment to the school's mission was discussed. We want the LCE community to feel welcome and see what a great job the PTO does. If a board member doesn't agree with a decision that is being made, then they need to voice their opinion at the meeting and not after.

The meeting was adjourned at 8:25pm.

Minutes were written by Allison Capps-LCE PTO Secretary

Policy Amendments:

Section 1: Lake Carolina Elementary School PTO shall be a non-commercial, non-sectarian, non-partisan and a non-profit organization organized exclusively for charitable purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Lake Carolina Elementary School PTO's name or the names of any members in their official capacities shall not be used in any connection with the commercial concern or with partisan interest, or for any purpose other than the regular work of Lake Carolina Elementary School PTO. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof.

Section 5: In the event of the dissolution of Lake Carolina Elementary School PTO, the assets shall be distributed for one or more exempt purposes within the meaning of section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Section 6: Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from income tax purpose under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization , contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future tax code.

Section 7: Any binding contracts made on behalf of the organization must be approved by the organization's board. Once approved, the contract must be signed by school principal, organization president and organization treasurer.

Section 8 - Conflict of Interest Policy

Article I – Purpose

The purpose of the conflict of interest policy is to protect this tax-exempt organization's (Organization) interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

Article II – Definitions

Interested Person

Any director, principal officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

Financial Interest

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- a. An ownership or investment interest in any entity with which the Organization has a transaction or arrangement,
- b. A compensation arrangement with the Organization or with any entity or individual with which the Organization has a transaction or arrangement, or
- c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Organization is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial. A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

Article III – Procedures

Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

Procedures for Addressing the Conflict of Interest

1. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
2. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
3. After exercising due diligence, the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
4. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.