

## SES PTSA Executive Committee Meeting Minutes 4/19/12

The PTSA executive committee called an emergency meeting to discuss amendments to the current year PTSA Budget (2011-12) that will be presented at an emergency PTSA general membership meeting scheduled for Wednesday, April 25, at 6:30 p.m. at SES.

The executive committee meeting was held in the entry hallway at SES at 7:45 p.m. Present at the meeting were Heidi McNamee, Elizabeth Levi, Cindi Carroll, and Dan Keppler.

Cindi explained that, in light of significant PPS funding cuts to SES, the administration made a request to the PTSA to fund up to \$28,300 to pay for emergency .25 FTE funding. The proposed procedure is for SES PTSA to make a grant to SES' foundation account with the Portland Schools Foundation. PTSA has utilized that procedure in at least two prior years, and it is understood to be the exclusive way in which PTSA can fund FTE (i.e. to pay for teachers).

In order to accomplish the foundation grant, there needs to be a proposal to the PTSA general membership at the emergency meeting to amend the budget. Cindi explained that because of PTSA's reserves built up from prior year and the expected rollover for next year, PTSA could honor this funding request with little impact on the overall budget picture. Cindi provide the committee with a current budget spreadsheet showing the proposed revisions and a spreadsheet showing the phased foundation grant.

Once a grant is made to the SES foundation account, those funds must remain there. Also, 1/3 of the any foundation fundraising over \$10,000 per school year goes to an equity fund and does not remain in SES' foundation account. Cindi proposed that PTSA make the grant to the SES foundation account in two discretionary phases depending on the actual need based on numbers to be provided by the administration and PPS.

Hence, the PTSA executive committee agreed to propose a budget line "Foundation transfer" and cost of up to \$28,300 to fund FTE needs through the Foundation.

Phase 1 of the proposal would be to fund the immediate FTE need for 2012-13, up to \$20,000.

Phase 2 of the proposal would be needs to be determined by the administration and approved by the Executive Board, the remaining \$8,300 would be transferred by June 30th.

Cindi reported that one of the contractors providing services for grades 4-5 arts agreed to donate her services for the remainder of the year. This would free up additional PTSA funds.

The executive committee agreed to submit the proposed budget changes to the emergency meeting of the PTSA general membership on April 25.

Dan Keppler, PTSA Secretary