



Trinity Catholic Academy
PTO Meeting
December 10, 2019

635PM – the meeting was called to order by the president. Participants were reminded to ensure they signed in so that their children could be out of uniform for the following day.

It was noted that there were 2 objectives to this special meeting;

1. Vote on actual by-laws.
2. Review the service agreement but it was not up for vote at this meeting.

The changes made to the bylaws were reviewed:

1. Clarification of the definition of who the members of the PTO are and who are eligible to vote. "Parents, guardians, etc. and Membership is assumed upon enrolling your child in the school.
2. The position of public relations was removed and the position of Co-President was added.
3. The name of the PTO board, previously named as the executive board, was changed to the PTO board to avoid confusion with the executive board of the school.
4. The meeting schedule for approval of by-laws or votes was changed due to the use of electronic communication. This clause now allows for communication by electronic means to the membership body about any special meetings or changes/votes not less than 7 calendar days before the meeting.
5. The requirement for by-law revisions was updated to include a provision that a review of the by-laws will occur when there is a change in the PTO board or at the president's discretion.
6. The ability to add a special meeting was also added.
7. Extensive conversation about the service agreement ensued. It was explained that originally the thought was that each volunteer service would consist of 10 hours. The service agreement was explained and that if a person or family chooses to opt out of the agreement, they will still need to sign an agreement.

Concerns were raised about the need to pay \$ and that it may affect the ability of some parents to send their children there.

Concerns were raised about there being too many volunteers for certain activities.

There was a discussion about how the service agreement works at other parochial schools in the area and that they are mostly middle and elementary school level.

It was explained that the goal is to build up the PTO to what it should be. Parents need to be involved and should want to be involved. There are many volunteer options that are minimal but necessary. Not every action related to the auction is being there all night. An hour or two a few days before for set up is something that is often overlooked but necessary and then falls back on the overtaxed committee. The PTO committed to further defining the activities with more specificity so expectations are clearer. This will be the responsibility of the chair of the committee and they will also be responsible for keeping track of who participates.

Voting for the implementation of a fair share agreement occurred with the removal of the actual time amount from the by-laws. The goal is to try to encourage volunteering in events related to the children of each family.

There was much conversation about the role of a co-president and if it was really needed? Also if the president and co-president were related should they both have a vote on the board level? The voting process by the board was explained and that voting by the board without PTO membership involvement rarely happens and that Mrs. Citta is not a voting member. The concern about adding this clause to the by-laws raised the question about limiting voting to 1 vote per family. A decision was made to not change the voting sections.

There was also a question about changing the word hours to units on the fair share service agreement. Since this was not up for vote, this conversation was tabled for further discussion at a later date.

A motion was made by Erica LaChance and seconded by Janelle Zuziak to approve the by-laws with the above noted changes. Of the members present 15 votes for the approval, one member opposed and a few abstained. Therefore, the by-laws were approved.

A request for nominations for co-president was then presented due to the thought that the year was nearly half over and it made sense to vote in a co-president who could serve a full term. Grace Howard-Donlin expressed an interest in serving in the role. A motion was made to nominate her and accepted and she was added into the role of co-president effective immediately.

The meeting was adjourned at 735 PM