

**Oak Knoll PTO  
Minutes of the PTO General Board Meeting  
October 24, 2018  
8:15 – 8:30 AM  
Oak Knoll – Staff Room**

<b>2018-2019 Executive Board Officers:</b>	
Jenny Buddin, President	Katie Gardner, Communications Chair
Sarah Sobel, Vice President	Kristen Gracia, Oak Knoll Principal
Christa West, Parliamentarian	Leah Kessler, Oak Knoll Assistant Principal
Katherine Robinson, Secretary	Trish Stella, Teacher Representative
Renee Gorzynski Bache, Treasurer	Rebecca Emery & Katherine Glass, MPAEF Representatives (Envoys)
Camille Kennedy, Financial Secretary	Vickie Mrva, Auditor

**Absent:** Trish Stella, Katherine Glass, Vickie Mrva

**Quorum present:** Yes - see attached sign-in sheets

<b>I.</b>	<b>Call To Order &amp; Welcome</b>	<b>Jenny Buddin</b>
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The meeting was called to order at 8:20 AM by President Jenny Buddin.

<b>II.</b>	<b>PTO Bylaws revisions discussion and vote</b>	<b>Jenny Buddin</b>
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- Jenny circulated copies of the revisions to the Oak Knoll School Parent Teacher Organization Bylaws and answered questions.
- Gina Skinner moved to approve the proposed changes to the Bylaws; Sarah Sobel seconded the motion. The vote was held and passed unanimously.

<b>III.</b>	<b>2018-19 PTO Budget revisions discussion and vote</b>	<b>Jenny Buddin &amp; Renee Gorzynski Bache</b>
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- Jenny and Renee circulated copies of the revisions to the Oak Knoll School Parent Teacher Organization Revised Budget, highlighted changes, and answered questions.
- Amy Moore moved to approve the proposed changes to the 2018-19 budget; Gina Skinner seconded the motion. The vote was held and passed unanimously.

<b>IV.</b>	<b>Adjournment</b>	<b>Jenny Buddin</b>
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President Jenny Buddin adjourned the meeting at 8:35 AM.

Respectfully submitted,  
Katherine Robinson, PTO Secretary  
Date approved: 11/14/2018

## October 2018 PTO General Meeting – Sign In

	Parent Name	Parent Signature	Date
1	Katharine Robinson		10/24/18
2	Amy Moore		10/24/18
3	Leah Kessler		10/24/18
4	Camille Kimmey		10/24/18
5	Anna Skjune		10/24/18
6	<del>Ekatrina</del> Kuzakova		10/24/18
7	Katya Olo		10/24/18
8	Karin Shugart		10/24/18
9	Rebecca Emery		10/24/18
10	Mison Phay		10/24/18
11	Sarah & Co		10/24

## October 2018 PTO General Meeting – Sign In

	Parent Name	Parent Signature	Date
12	Jennifer Baskin		10/24/18
13	Kristen Gracia		10/24/18
14	Christa West		10.24.18
15	Renee Gorynski		10.24.18
16	Jennifer Biddin		10/24/18
17	Andrea Henry		10/24/18
18	Katie Gardner		10/24/18