

**BOARD MEETING MINUTES**  
**Three Oaks Elementary School PTA**  
*Thursday, April 2, 2020 / 4:00 pm*

Attendees: Jessica Keefe, VP Membership | Mandy Rondeau, VP Programs | Kelly Barba, Co-VP Ways & Means | Dana Newbrough, Co-VP Ways & Means | Katrina Reese, Recording Secretary | Danielle Carter, Treasurer | Molly Conway, President | Emily Bellamy, Staff Liaison to PTA | Alison Reddy, Asst. Principal | Matt Orebaugh, Principal

**ZOOM Meeting**

**OLD BUSINESS**

1. Vote on February Meeting Minutes – All agreed
2. 5th Grade Promotion Committee Update
  - Good Luck Lollipops – Mr. Orebaugh getting them and holding them out of storage. Maybe use in future events. Country Fair?
  - Still looking for class gift idea-will go to the committee
  - Graduation ceremony- supplemental celebration will come. Want to do something, will play it by ear.
  - The kids really want to do the handprints, Mr. Orebaugh confirmed they will be able to
  - T-shirts – Mandy will create several design options for students to vote on electronically. PTA will find a vendor to print and will have available for students this summer
3. Reflections Contest Update- Trinity Orlando and Emilia McFarland won city-wide contest, attended awards ceremony on March 11th
4. January Volunteer of the Month is Mandy (nominated by /Milissa Croghan is the Volunteer of the Year
5. Bobbi Hite Scholarship Game Plan
  - Applications due 4/9 which are available on our website
  - Molly/Mandy will find anonymous committee of professional adults in their neighborhood to be judging committee
  - Winners announced in mid-May.
6. Garden Revitalization Plan - hold off for now because garden is on school grounds and we are not able to access it until Stay At Home Order is lifted
7. Variety Show canceled
8. Field Trips
  - Kellam reached out for donations for musical (donation of ticket costs to go to their chorus program
  - We will respectfully decline and are willing to fund twice this year's donated amount for next school year so that students can go on 2 field trips funded by PTA (from \$6 in 2019-2020 to \$12 in 2020-2021)

- All students will have their money returned that paid for canceled field trips

## **NEW BUSINESS**

### **1. T-Shirt Art Contest**

- Postponed because we are not currently able to print shirts, take orders/sell shirts
- Will re-open contest next school year and try again
- Molly will post entries received to date on FB page to say “thank you”

### **2. Muffins with Moms canceled**

### **3. Staff Appreciation Week**

- Board will coordinate staff gifts for this year’s week, 5/4-5/8, to be sent to them electronically
- Will discuss adding an additional lunch and possible gift idea (Spirit Wear Apparel) for staff when they return to school in the Fall

### **4. School Closure**

- An email with information regarding Virtual Learning Plan is coming out to parents and staff later tonight

## **COMMITTEE REPORTS**

### **1. Box Tops**

- Funding we will be able to provide to school greatly diminished due to change from paper Box Tops to virtual
- 2018-2019 school year = \$970
- 2019-2020 school year = \$450
- Prizes purchased for grade that won Winter Contest (4th grade) came out of PTA budget rather than Box Tops earnings this year (to help provide the most funding we could to the school)
- TBD whether Coordinator is needed for next school year

### **2. Watch D.O.G.S.**

- Half-day volunteer program to be developed and roll out next school year
- Yomari McGrath, current Coordinator, would like to see if a male volunteer can be identified to be the coordinator next school year
- As it gets closer, we will reach out via FB to see if we can get a volunteer

## **2020-2021 BOARD POSITIONS**

### **1. Next Year’s Proposed Board:**

- President – Molly Conway (needs to be re-elected for another term)
- VP Membership – Jessica Keefe

- VP Programs – Mandy Rondeau (needs to be re-elected for another term)
  - VP Ways & Means – Kelly Barba (Dana is stepping down as co-chair, Kelly will handle on her own)
  - Treasurer – Milissa Croghan (needs to be elected for first term)
  - Recording Secretary – Katrina Reese
  - Corresponding Secretary – Stephanie Joseph (needs to be elected for first term)
2. Mr. Orebaugh will have Molly join next Zoom Staff Meeting after Spring Break to conduct general meeting election

### **TREASURER'S REPORT**

1. Classroom Grant Update
  - Staff members who have not claimed grants to date may still do so
  - Danielle and Molly will get checks signed and mailed out as receipts are submitted
2. Vote on February Treasurer's Report – Approved ✓ (no March meeting to approve because of school closure)