

# BOARD MEETING MINUTES

## Three Oaks Elementary School PTA

Wednesday, August 14, 2019 at 6:00pm

### Attendees:

Molly Conway, Melissa Gray, Danielle Carter, Matthew Orebaugh, Alison Reddy, Jessica Keefe, Katrina Reese, Dana Newbrough, Mandy Rondeau

## Minutes

### Old Business

- June Meeting Minutes to be approved at September Board Meeting

### New Business

- Review of Calendar of Events 2019-2020
  - Variety Show Dates given: 4/23 rehearsal, 4/24 Show at Kellam HS
  - Added Leader of Wolf Pack Dates
  - Added Grade-Level Musical Performance Dates
  - Room Parent Orientation Meeting will stay on 9/12
  - Molly will email updated Calendar to all, post on PTA website & school website and provide hard copy to all parent in BTS paperwork packet
  - Muffins with Moms
  - \* we are adding an additional seating same day. Will need more volunteers
  - Donuts with Dads
    - \* we are adding an additional seating same day. Will need more volunteers
- Spiritwear Program
  - Logos chosen and agreed by the Board
  - Orders may be placed through Friday, 9/13
  - T-Shirt Art Contest will be moved to take place after Winter Break
- Monthly PTA Newsletter
  - Jessica Keefe has agreed to create these for 2019-2020 school year
- Box Tops Program
  - They will be scanned
  - Old way (printed on boxes) will be used until no more in circulation

- Back to School Staff Luncheon
  - Takes place on Friday, 8/30, from 12-1pm
  - Theme is a play on The Lion King
  - Lighter food preferred by staff will be provided
    - Salads
    - Mini Sandwiches
    - Dips
  - Board will introduce themselves
- Fun Run Update
  - Business sponsors for t-shirts has been completed to date – great job to new VPs of Ways & Means for doing this!
  - Event date is Friday, 9/27 (kicks off with Pep Rally for students on 9/18)

#### New Programs

- MemberHub
  - New software program provided by state and national PTA to have parents and staff members join the PTA online
    - Payment will take place online and will ease process for local PTAs to pay their dues and stay in good standing with state/national PTA
  - Danielle, Molly and Jessica will be working together to update this for new school year and will email Board members link to test it prior to making it public for all to use on PTA website
- Adopted Staff Members
  - Was determined after much energy and discussion that the PTA will now handle the gift giving for non-classroom teachers this coming year; no longer to be handled by Room Parents

#### Treasurer's Report

- Prelim budget approved
- 5<sup>th</sup> Grade Promotion Committee will be getting \$1500 donation from PTA, up from \$500 from LY to help supplement cost and fundraising workload of this committee
- Starting the year out with a surplus of funds, will utilize those greatly throughout the year to provide as much support as we can to classroom supplies, field trips, assemblies, etc.
- Field trip paid by the PTA to Kellam performance or other possible field trip by grade (TBD), up to \$6 a child