

**BOARD MEETING MINUTES**  
Three Oaks Elementary School PTA  
*Thursday, December 20, 2018 | 6:00 pm*

**Attendees:**

Matthew Orebaugh, Alison Reddy, Molly Conway, Jill Dunn, Mandy Rondeau, Danielle Carter, Melissa Gray, Ashley Sarraille, Cara Dibbs

**Minutes:**

**Old Business**

- November Meeting Minutes - Approved
- Finalize 2018-2019 Calendar of Events
  - Variety Show
    - February 15<sup>th</sup> at Kellam High School
    - Optional Rehearsal (Kellam requirement) - February 14<sup>th</sup> (only available date) from approx. 4:00 to 5:30 at Kellam
    - Preview Night - January 31<sup>st</sup> from 6:00 to 8:00 in Cafeteria at Three Oaks Elementary. Very casual. Open house style, come when you are available.
    - Open to everyone...teachers, parents and students.
- Fun Run
  - Contract signed for next year.
  - Event start date is September 18, 2019.
- Volunteer of the Month
  - November Winner - Diana Betancourt
  - Many volunteers can be nominated for December.
- Snowflake Saturday
  - Breakfast - 290 people
  - More came to enjoy the festivities.
  - SS Book Fair (Cara Dibbs)
    - Huge success!
    - \$1,000 in Scholastic books, \$150 in book charity, and \$3,000 raised to be spent on library furniture. Looking to get started on Three Oaks Library. Google form sent to all to get opinions.
    - Next Book Fair will be in the Spring (April).
  - No exact financial figure for Snowflake Saturday (Danielle) – will be more available next month
  - Hayley McNeil made the beautiful backdrop for SS. She also made a PVC stand we can reuse.
  - New Christmas trees (displayed in the foyer) for each grade level. Take down the trees the week we return from the holiday break.
  - New chair for Santa Photo Op.
  - People still coming in for raffle drawing item pick up. The office staff has been great passing out these items to the winners.
  - Waffle House was a great product. Everyone enjoyed it.

- Cafeteria Staff were happy.
- Membership Drive
  - Three teachers are at 100% membership...Hebert, Hargrove and Tomik. Students in Hebert and Tomik (tied for 1<sup>st</sup> place) will get water bottles and key chains, Hargrove gets keychains. Priscilla will pass them out before the holiday break. Also, the teachers will receive a \$10 gift card for lunch at Panera.
- 5<sup>th</sup> Grade Promotion
  - Top Golf is the winner for the “End of the Year’ class field trip.
  - 65 families voted via Google Form
  - Sent the contract to Top Golf along with the \$2025 deposit.
  - Dave and Busters fundraiser made between \$600 and \$700.
  - Holiday Class ornaments made a little money for 5<sup>th</sup> Grade Promotion.
  - Focus on the experience!
  - It was suggested that next year, the principal, all 5<sup>th</sup> grade teachers and committee will all meet to discuss game plan for celebratory end of the year activities.
  - Mr. Orebaugh mentioned maybe doing a Papa John’s Teacher Delivery Night fundraiser for 5<sup>th</sup> Grade Promotion. Fifth Grade Committee will look into it.
- Scholarship Committee
  - Bobby Hyatt Scholarship - \$1,000 for two previous alumni from Three Oaks Elementary.
  - Need to form new committee in January.
  - Must be blind - not know any of the students applying for the scholarship.
- TOES Night at Norfolk Tides Game
  - Community Event or 5<sup>th</sup> Grade Promotion Event
  - Dr. Reddy thinks it should be a community event.
  - Sunday afternoon if we decide to do it. Definitely not a weeknight.
  - Molly will look into it more.
- Room Parent Communication Update
  - Some Room Parents do not advertise Adopted Teachers for their class. We may need to change the way we do it and let PTA handle all Adopted Teachers and “Favorite Things” Sheets.

### **Treasurer’s Report**

- October and November Treasurer’s Reports were provided via email for review, goal is for them to be approved at Jan meeting, along with Dec. Report
- Christmas Tree expense was approved
- Status of classroom grants spent to date will be reviewed at January meeting