

Wakefield Elementary School  
PTA Board Meeting Minutes

Date: March 20, 2018  
Meeting called by: WES PTA  
Facilitator: Michelle Tomlinson  
Minutes: Jenni Ellinger

Time: 4:30pm  
Type of Meeting: Standard  
Timekeeper: Michelle Tomlinson  
Location: WES Media Center

Attendees: Jenni Ellinger, Jamie Graham, Caroline Kohls, Rosemary Clark, Shelly Rotosky, Julie Raftery, Roxie Cash, Michelle Tomlinson, Cynthia Keech, Rosemary Ros, Cathy Harms, Kari Patton-Motluck, Brandy Strausbaugh

Absentees: none

- I. Call to order at 4:31 pm by Michelle Tomlinson
  - A. Introduction of Mrs. Roxie Cash
  - B. Introduce Interim VP of Events - Brandy Strausbaugh
    1. A motion was made to appoint Brandy Strausbaugh to VP Events for the remainder of the school year. Seconded by Julie Raftery. Approved.
- II. Parent Question/Comment Time with Roxie Cash
  - A. Main topics currently impacting Wake County PTA - hiring of new superintendent, funding, K-3 legislation
  - B. ActivateGood - community partner matching group
- III. Review January Minutes - Jenni Ellinger
  - A. A motion was made to accept the minutes from February Board Meeting. Minutes approved.
- IV. Treasurer Report - Jamie Graham
  - A. Boosterthon - net \$10,719
  - B. Family Dance - net \$1250
  - C. Spirit night - net \$756
  - D. Original Works - net \$616 (goes to the art department)
  - E. Yearbook - currently \$2600 but have not paid all expenses
- V. VP Events - Brandy Strausbaugh
  - A. Spring Carnival (Kari Patton-Motluck) -
    1. Event will have hot dogs, cotton candy, pizza, games, crafts, raffles, MVP obstacle course, face painting, fairy hair, zombie bowling
    2. Wristbands are for kids age 2-18
    3. Will need SUG for volunteers, cake donations
  - B. 5th Grade Celebration
    1. Ceremony will be on the evening of Thursday, June 7 and will include awards and reception.
    2. Friday, June 8 will be DJ party during school hours
- VI. VP Volunteers - Julie Raftery

- A. Spring Carnival SUG - (Bake Sale, Beta Club Volunteers) - SUG will be created for cakes, baked goods, water bottles, fruit/veggies, parent volunteers, and high school volunteers
  - B. Volunteer/Membership appreciation event update - may be breakfast event combined with final general meeting
  - C. Millbrook Spring Carnival - will be free, activities mirroring last year's carnival
- VII. VP Student Services/Cultural Arts - Cathy Harms
  - A. Artist in Residence banner status - banners are at seamstress, expected to be installed in May. Possible artist reception TBD
  - B. Teacher Appreciation Week Plans - Movie theme week with teacher raffles, coffee bar, luncheon, cards made by students, theme days
  - C. Campus beautification/playground improvement - Richland Creek Church members helped pick up trash, weeded, and planted bulbs on campus
- VIII. VP Fundraising - Rosemary Ros
  - A. Family Dance Night recap
    - 1. Boosterthon - individual teacher payouts have been completed including \$39 to specials teachers
    - 2. Yearbook - 79 pages have been submitted, concert page will be submitted after tonight's concert
    - 3. Family Dance - 269 people attended, \$65 collected from face/nail painting booth
- IX. VP Membership - Shelly Rotosky
  - A. Membership update - 155 members, 4 new since February
  - B. Chick-fil-A prize drawings
    - 1. Member - Alejandro Ellis
    - 2. Teacher - Tina Cayton
    - 3. Volunteer - Shana Lentz
- X. VP Communications - Erin Burgart
  - A. Upcoming communication requests/needs - Millbrook fliers (need info from Julie)
- XI. Teacher's Report - Caroline Kohls, Rosemary Clark
  - A. Kelli Fontenot will be 3rd-5th grade teacher rep for 2018/19 school year
- XII. Principal's Report - Cynthia Keech
  - A. Safety report - school doors remain locked, visitors must be buzzed into building
  - B. Allotments - teacher/student allotments for 2018/19 school year have not yet been released
  - C. Garden Ambassador Club - information coming soon
  - D. Chrome books - 1st set of 20 arrived today, the rest will be arrive mid-April
- XIII. President - Michelle Tomlinson
  - A. 2018/2019 Board Member Nominees and recruitment raffles - 2018/19 board nominees will be eligible for raffle drawings
  - B. Volunteer Project for Disney - 75 volunteers are needed in order to be eligible for 20 Disney tickets. Book drive info coming soon.
- XIV. Meeting adjourned at 5:41 by Michelle Tomlinson