

Wakefield Elementary School
PTA Board Meeting Minutes

Date: April 17, 2018

Time: 4:30pm

Meeting called by: WES PTA

Type of Meeting: Standard

Facilitator: Michelle Tomlinson

Timekeeper: Michelle Tomlinson

Minutes: Jenni Ellinger

Location: WES Media Center

Attendees: Jenni Ellinger, Caroline Kohls, Rosemary Clark, Michelle Tomlinson, Cynthia Keech, Rosemary Ros, Brandy Strausbaugh, Tonya Felmlly, Jeff Dolan

Absentees: Jamie Graham, Shelly Rotosky, Julie Raftery, Cathy Harms, Erin Burgart

- I. Call to order at 4:36 pm by Michelle Tomlinson
- II. Review January Minutes - Jenni Ellinger
 - A. A motion was made to accept the minutes from March Board Meeting. Minutes approved.
- III. Treasurer Report - Jamie Graham (absent)
- IV. President - Michelle Tomlinson
 - A. Grant - Motion to approve grant of \$300 to Ms. Lauder for a color printer. Seconded by Rosemary Ros. Approved.
 - B. 2018/19 Board Member nominees
 1. VP Communications - Tonya Felmlly
 2. VP Student Services/Cultural Arts - Jenni Ellinger
 3. Secretary - still needed
 4. Community Partners - still needed
 - C. Plans for profits - on track for media center technology upgrade, Phase 3 expected to start in May
 - D. Volunteer Project for Disney - need 28 more volunteers to register by April 27
 - E. EWE Donations, Help, Date - currently seeking donations, looking at event date in October (\$2500) or November (\$1500)
 - F. Last Day Pep Rally - June 8, will have music, no bubbles
 - G. Training/handoff day - June 9th, 9:30-1
- V. VP Events - Brandy Strausbaugh
 - A. Spring Carnival - event on Saturday, April 21
 1. In need of cake donations
 - B. Milbrook Spring Carnival - April 24, 5-7pm, organized by Julie Raftery
 - C. 5th Grade Celebration
 1. Thursday, June 7, 10-noon - pizza, popsicles or snow cones, favor bags, DJ music, outdoor stations. Teachers responsible for getting parent volunteers, plan to collect \$5 from each student to help cover costs.
 2. Ceremony will be on the evening of Thursday, June 7, 5:30-6:30. A flyer for this event, in English and Spanish, needs to be out by May 14.

- VI. VP Volunteers - Julie Raftery (absent)
 - A. Volunteer Appreciation update - May 15, 6pm
 - B. Volunteer of the Year nominee - Kari Patton-Motluck for her work on Spring Carnival, Dinner on the Lawn, beautification days, etc.
- VII. VP Fundraising - Rosemary Ros
 - A. Bookfair - BOGO Bookfair April 20-27, setup on Thursday, April 19
 - 1. SUG link was incorrect on parent email
 - 2. Ewallet - new this year, parents can put money on an account, kids will have a barcode to scan. Unused funds are returned to parents account at end of bookfair
 - 3. Offering \$5 Scholastic bucks for all volunteers who sign up for 2 or more shifts
 - B. Dell PTA Partner Program - discount and reward program, will begin in fall
- VIII. VP Student Services/Cultural Arts - Cathy Harms (absent)
 - A. Teacher Appreciation Week Plans - organized by Shana Lentz - May 7-11 Movie theme week, breakfast, lunch, cards made by students, theme days
 - B. Artist in residence - banners are hanging in the front lobby
- IX. VP Membership - Shelly Rotosky (absent)
 - A. Ok to start taking memberships for 2018/19 school year
- X. VP Communications - Erin Burgart (absent)
- XI. Teacher's Report - Caroline Kohls, Rosemary Clark
 - A. Teachers will provide names of classroom volunteers to Julie Raftery for May 15 Volunteer Appreciation event
- XII. Principal's Report - Cynthia Keech
 - A. Weekly all call will include 6th grade orientation, EOG volunteer need, Spring Carnival
 - B. Computers and carts will be delivered next week
- XIII. Meeting adjourned at 6:08 by Michelle Tomlinson