

Wakefield Elementary School
PTA Board Meeting Minutes

Date: June 04, 2019
Meeting called by: WES PTA
Facilitator: Michelle Tomlinson
Minutes: Kristen O'Janpa

Time: 5:00 pm
Type of Meeting: Standard
Timekeeper: Michelle Tomlinson
Location: WES Media Center

Attendees: Jenni Ellinger, Stephanie Schmitt, Kristen O'Janpa, , Brandy Strausbaugh, Cindy Keech, Michelle Tomlinson, Tonya Felmly, Caroline Kohls, Cathy Harms, Kelly Fontenot, Shelly Rotosky, Elizabeth Gilliam, Melissa Vossler

Absentees: Jackie Hunter

Call to order at 5:01 PM by Michelle Tomlinson

Review the May Minutes - Kristen O'Janpa

A motion was made to accept the minutes, second by Cindy Keech.

-Minutes approved.

I. Treasure-Stephanie Schmitt

- A. Reviewed Budget. Shared a copy with the board.
- B. PTA discovered the Box Tops check was accidentally deposited to the into the school account. The school cannot write us a check back so that we can record the money in our budget. Michelle will contact NCPTA to see what to do about this situation.
- C. New budget will be set soon for 2019/2020 school year. Revisit the budget line for your position/events/fundraiser and decide if it is accurate or needs to be increased or decreased for the next school year.

II. Principal Report: Cindy Keech

- A. Graduate walk through for high school seniors who attended Wakefield Elementary happened today. It was a success.

III. Teacher Report: Caroline Kohls

- A. Kindergarten Orientation went well. Thank you for the free t-shirt incentive, it was a hit.

IV. President: Michelle Tomlinson:

- A. New Officers to be on PTA Board next year:
President- Kristen O'Janpa
VP Fundraising-Caroline Numbers
Secretary- Melissa Vossler
Teacher Liaison- Elizabeth Gilliam
Communications: Michelle Tomlinson

-Planning meeting for the 2019/2020 school year will be June 18, 2019 9:30am to 12:30 PM. Location will be Kristen O'Janpa's house. 2728 Peachleaf Street, Raleigh, 27164
Located in Wakefield's Savannah Village

-Be sure to meet with the new Board Members to transition emails and information needed for the position. Do this prior to June 18th if possible. Train new member with any responsibilities that the position holds.

- B. PTA Positions for next year open
 - Grant Writing
 - VP Membership-Carey Koenig ?
- C. Budget at commissioner approved.
- D. Vote on new charter schools in the area to occur on Thursday, June 06, 2019.
- E. New Technology Purchases: Smart TVs for classrooms, lego wall items.

V. VP Events- Brandy Strausbaugh

- A. 5th grade celebration- June 7th. 10am -12pm school celebration.

-Marco's pizza is donating pizza. Michelle is confirming whether or not they will deliver the pizza or if it needs to be picked up. Students will eat at approx. 11:30 AM.

-If it rains, there is a back up plan being developed.
5:30PM-7PM evening celebration.

VI: VP Grant Writing- Cathy Harms

- A. We were awarded the Lowe's Grant for \$ 1,660.00!
 - Grades K/1 will receive an outdoor chalkboard and seating.
Cathy Harms plans to build the chalkboard.
Will need assistance in hanging and securing to prevent falling on someone.
 - Grades 2-5 Outdoor library and seating area.
 - Cindy Keech will work with Cathy Harms to coordinate Eagle Scouts in the area with some of these outdoor projects.

- B. School Beautification:
 - \$500.00 left in budget. Cathy suggested buying stencils to spruce up the Kindergarten playground. Sherwin Williams offered to donate paint for this project.

VII: VP Student Services/Cultural Arts : Jenni Ellinger

- A. Only One You Rock Project
Path Finished

- B. Free Energy Conservation Drama- Jenni will research this further and consult to see if it is a good fit for our school.

- C. Cultural Arts Fair is Saturday August 10th from 8:30 AM-4 PM.
Jenni will email out the list from last year to the teachers to see if anything stands out as something that really could enhance the curriculum/learning experiences for the students at WES.

VIII: VP Membership: Shelly Rotosky:

- A. PTA Appreciation Drawing Winners

Parent Winner - Jenni Ellinger

Teacher/Staff Winner - Jen McMullin

Volunteer - None this month due to volunteer appreciation on June 4th

VIII: VP Fundraising: Jackie Hunter(absent) :

A. Funds from Miltons and Freddy's still in the process of being collected.

X: VP Communications: Tonya Flemly:

XI: Parent Question:

-Dates for 2019/2020 afterschool events such as Girls on the Run, Science Olympiad, Theatre?

Any known dates are found on the school's Google Calendar.

Girls on the Run -Generally September-December

Science Olympiad-Spring 2020

Theatre-Late Fall 2019/Early Winter 2020

XII: New Officers Elected and Sworn In:

President- Kristen O'Janpa

VP Fundraising-Caroline Numbers

Secretary- Melissa Vossler

Teacher Liaison- Elizabeth Gilliam

Communications: Michelle Tomlinson

*Meeting Adjourned 6:02