

Wakefield Elementary School  
PTA Board Meeting Minutes

Date: March 05, 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, Kelli Fontenot, Jackie Hunter, Michelle Tomlinson

Absentees: Caroline Kohls, Tonya Felmy, Shelly Rotosky

Call to order at 5:00 PM by Michelle Tomlinson

Review the February Minutes - Kristen O'Janpa

A motion was made to accept the minutes, second by Jenni Ellinger.  
-Minutes approved.

**I. Treasure-Stephanie Schmitt**

- A. Reviewed Budget/Shared a copy with the board.
- B. Glam Fundraiser check deposited, Double Data check from 01/23/19 needs a check deposit form (Stephanie has the invoice/just no check deposit form)
- C. Family Dance was a little over budget due to food costs.

**II. Principal Report: Cindy Keech**

- A. Lego drive:
  - Will check in with Danielle Taylor on any new details.
- B. BAC Meeting:
  - Ms. Keech and Danielle Taylor attended to represent WES.  
The meeting covered some reassignment information as well as how to market your public school with competing magnet and charter schools.

### **III. Teacher Report: Kelli Fontenot**

- A. Kindergarten Orientation is May 14, 2019 from 6:00-7:30 PM

### **IV. President: Michelle Tomlinson**

- A. Points of Light Disney Volunteer Project:  
We have met all the volunteer requirements to qualify for the 20 Disney tickets.
- B. Teacher Grants:
- CCR:  
Applied for LetterLand Magnetic Letters \$129.00  
Michelle motioned to approve, Jenni Ellinger Seconds the motion.  
Grant approved
  - Ms.Williams- 5th Grade  
-Follow up, Ms.Williams now has a chrome book for her new student.  
Ms.Morgan, the media specialist, had an extra one and shared it with Ms. Williams.  
Michelle followed up and found the chrome books purchased back in November in the office. Wake County will not support the additional chrome books PTA bought so they are in the process of being sold to Wakefield High School.
  - Ms.Baxter- 4th Grade  
Applied for a grant for flexible seating in her classroom. Consists of risers and stools. \$331.00  
We will provide \$300.00 for toward the grant and Ms.Baxter will be responsible for the remaining \$31.00.  
Michelle motioned to approve \$300 for this grant. Kristen seconds. Grant Approved
  - Ms.Fontenot- 5th Grade  
Applied for a grant for a color printer and ink for her classroom. \$288.40  
Michelle motioned to approve this grant. Kristen seconds. Grant Approved
  - Watkins- Kindergarten  
Applied for a grant for miscellaneous literacy accessories. \$268.00  
Michelle motioned to approve this grant. Jenni seconds. Grant Approved
- G. PTA Positions for next year open:

- President
- VP of Membership
- VP of Communication
- VP of Fundraising
- VP of Grant Writing
- Teacher Appreciation Chair
- School Store Chair
- EWE Chair (This is a critical fundraiser, we need to decide if we will still have this in 2019/2020 school year, especially if there is not a chair)

\* Please reach out to any prospects you may have and let the board know so that we can work on recruiting during the spring fling.

H. Fundraising specifics for technology this year are listed below.

- Flat Screen TVs for grades 3-5 to replace smart boards that are having issues.
- Chrome books, ipads
- Ms.Keech shared that the Title I program would be supplying 10 chrome books to all Title I schools as well.

I. Boosterthon Fun Run

- Will commit to work with Boosterthon again in 2019/2020. However, we will try to find a person who is interested in chairing and organizing this event in 20/21. It could be our sole fundraiser for the year.

J. Volunteer of the Year

- Jenni Ellinger! She will be honored at Night of the Stars on Thursday, April 25th, 2019

## **V. VP Events- Brandy Strausbaugh**

A. Family Dance Outcome:

- Approximately 280 tickets sold and loads of fun!
- Spent a little more on food this year.
- Could use about 30 more minutes at the end of the night to clean up.

B. Spring Carnival coming April 6, 2019

- 11 am-3 pm
- vendors are welcome \$25/per table
- Approximately \$7 per ticket

- \$1 of ticket if person brings a bag of legos to donate  
- Teachers who are doing home visits on the early release day will need vouchers for the students they will be visiting.  
Michelle Tomlinson will contact DeanNa Bagley, the school social worker to print approximately 60 vouchers and distribute to teachers making the in home visits.

C. Technology Safety Night:

- Brandy shared about possibly hosting a technology safety night next year (2019/2020).
- She will follow up with her source on how their experience goes in April to see if it is something we may implement.

**VI: VP Grant Writing- Cathy Harms (Absent- Included email update below)**

- A. Cathy applied for the Lowe's Toolbox for Education Grant. Notifications will go out in May on who won the grant. The grant was for outdoor literacy areas—materials for a chalkboard wall in the kinder playground, seating for an area with a little free library.

**VII: VP Student Services/Cultural Arts : Jenni Ellinger**

- A. Only One You Rock Project painting went well.  
- Currently waiting for staff to paint their rocks and for warmer temps to spray the clear coating on the rocks. Will need to plan out how/when we will arrange them into river/walkway.
- B. Inspirational Quote Project:  
- Lauren Jones spent 17 hours printing/cutting the quotes out and the ones that have been applied look fantastic. Lauren would like to be present to apply the quotes so they will be applied over the course of several dates.
- C. School Store: Need a new volunteer to run the school store.
- D. The Number Drummer is coming on April 4, 2019
- E. Possible visiting author, James Riley, on March 15, 2019 for 4th-5th grade.

Jenni will touch base with Quail Ridge Books to see if this is still a possibility.  
If the author is still available, Ms. Keech asked Jenni to coordinate directly with

4th/5th grade teachers to schedule (around 10:15am-12:20pm).

F. School Supply Boxes for Students: Jenni Ellinger

-Jenni researched the price for a company to supply prepackaged school supplies to our students in the beginning of the school year.

-Prices ranged from \$20-\$72 per kit (vary per grade level)

-It was decided to find out what it would cost to order 10 boxes per grade level. We could see how parents respond to the option of purchasing the boxes in the upcoming 2019/2020 school year. It may not be cheaper than buying one's own supplies but more of a service/convenience to those who wish to buy the supply boxes.

**VIII: VP Membership: Shelly Rotosky: (absent)**

- A. PTA Appreciation Drawing Winners  
Parent member - Charyl Leister  
Teacher/staff member - Kelli Fontenot  
Volunteer - Kristen O'Janpa

**VIII: VP Fundraising: Jackie Hunter :**

A. Boosterthon:

- Total raised to date \$10,700 of the \$12,000 goal
- Boosterthon confident that we will make our goal.
- Pledges have come from 27 states, 4 countries (U.S., Australia, Hong Kong and Canada)
- Registration % 42% (291 out of 694)
- Participation % 30% (209 out of 694)
- Top Classes:
  - K: Kirk/Lucas
  - 1st:Hoskins
  - 2nd:Cole
  - 3rd: Ilderton
  - 4th: Baxter
  - 5th: England

B. Upcoming Spirit Nights:

- Triangle Rock Club: Gained 100% proceeds/okay turn out

- Milton's: March 19th
- Polar Ice House: March 29th
- Freddy's : April 30th
- Lily Mae's (potential spirit night) : Sometime around Mother's Day in May

**X: VP Communications: Tonya Flemly: (absent)**

\*Meeting Adjourned at 6:30 PM