

Wakefield Elementary School
PTA Board Meeting Minutes

Date: October 17, 2017
Meeting called by: WES PTA
Facilitator: Michelle Tomlinson
Minutes: Jenni Ellinger

Time: 4:35pm
Type of Meeting: Standard
Timekeeper: Michelle Tomlinson
Location: WES Media Center

Attendees: Michelle Tomlinson, Jamie Graham, Rosemary Ros, Ellen Steiner, Cathy Harms, Erin Burgart, Shelly Rotosky, Caroline Kohls, Julie Raftery, Rosemary Clark, Cynthia Keech, Katie Percy, Tony Morano

Absentees: None

- I. Call to order at 4:35 pm by Michelle Tomlinson
 - A. A motion was made to appoint Jenni Ellinger as secretary to fill a vacancy. Seconded by Shelly Rotosky. Approved.
- II. Review September Minutes - Jenni Ellinger
 - A. A motion was made to accept the minutes from 2017-18 Board Orientation Meeting. Seconded by Julie Raftery. Minutes approved.
 - B. A motion was made to accept the minutes from Dinner on the Lawn PTA Meeting. Seconded by Julie Raftery. Minutes approved.
 - C. It was noted that the notebook from the 2016-17 pta secretary is currently missing.
- III. President's Update - Michelle Tomlinson
 - A. Advocacy Update - Discussion of Handout - Wake County PTA Advocacy Alert K-3 Class Size Mandate and Handout - Take Action Now on HB13
 1. A motion was made to state that We, the members of the WES PTA Executive Board, do not support the class size mandate. Seconded by Julie Raftery. Approved.
 2. PTA members are encouraged to speak with other parents about the mandate, contact NC Senator John Alexander, and participate in a tweet storm on January 9, 2018 using #ClassSizeChaos
 - B. STEM Night - discussion about having Volunteer/Membership table at STEM Night - undecided
 - C. Grants - deadline has passed for teacher grant submissions, treasurer will check funds to see if any grant applications can be considered before January.
 1. Motion to approve grant of \$497.74 to the 2nd grade for alternative seating in 3 classrooms. Seconded by Rosemary Ros. Approved.
 2. Motion to approve grant of \$144 to Linda Drugan for admission cost for Hill Ridge Farm field trip. Seconded by Rosemary Ros. Approved.
 3. PBIS - Prizes will be moved from cart to display case, looking for suggestions for display case.

- IV. Principal's Report - Cynthia Keech
 - A. WES lost Title I funding for school year and was forced to eliminate 9 positions, including technology specialist. 10th day enrollment numbers afforded WES the ability to retain the science lab position, add an instructional support position for 4th grade, and add a 5th grade teacher. Current enrollment is 655 students.
- V. Treasurer Report - Jamie Graham (Handout - 2017-2018 Budget as of 9/30/17)
 - A. Evening with the Eagles
 - 1. Brought in \$11,678.96. Sponsorships and low ticket prices led to successful night.
 - B. On goal for everything
- VI. VP Student Services/Cultural Arts - Cathy Harms
 - A. Author in Residence recap - Request for feedback email being sent to teachers
 - B. Author visit (Tom Watson) recap - positive feedback from Ms. Morgan
 - C. Upcoming Assembly - Dr. Jay Banks will present anti-bullying assembly Mon 10/23/17
 - D. Leni Newell Design Meeting Date - Must have teacher representatives, art teacher, and a PTA member at meeting on December 11, 2017, 4pm.
 - E. Playground Improvement Update - work on playground cannot begin until mulch pile is moved. This may interfere with grant money if not completed soon (exact date unclear)
 - F. Beautification Update - The path walk mulching was completed on Oct. 15 by volunteers. The remaining mulch will be used on the playground.
 - G. School Store/Field Trip Shirts Update - Field trip shirts have been distributed to classes, extra shirts are available from school store.
- VII. VP Fundraising - Rosemary Ros
 - A. Book Fair Update
 - 1. Book Fairy - Collected \$1,750 from coin/dollar donations (25000 coins were donated) Teachers nominated 105 students who were given \$10 Book Fairy certificates to use at the book fair. The remaining book fairy money will be used to purchase books from teacher wishlists.
 - 2. Donuts for Dudes - book fair opened at 8am for students to shop with parents before school. Sales of \$1855.41. Coffee was donated by Starbucks, Krispy Kreme donated 200 donut holes, 300 were purchased.
 - B. Newsletter - work on newsletter will begin soon.
- VIII. Teacher's Report - Rosemary Clark & Caroline Kohls
 - A. Feedback on 4th grade author in residence and 3-5 author visit - The multipurpose room is too loud and crowded with 3 grade levels per assembly. Cathy Harms will look into cost impact of increasing from 2 to 3 time slots for future cultural arts assemblies.
 - B. Feedback/question on book fair so far - not discussed
 - C. Milton's spirit night and Millbrook K-2 conferences are scheduled for the same night. Milton's spirit night will be rescheduled to TBD
- IX. VP Events - Ellen Steiner

- A. Millbrook Family Game Night Update - This event is scheduled on the same night as Cup Stacking Night - date cannot be changed for either event. Planning for Game Night is difficult due to unknown number of participants and 2 hour time frame. Sending out an RSVP was discouraged, teachers may be able to report the number of conferences that are scheduled to give an estimated head count.
- X. VP Volunteers - Julie Raftery
 - A. Evening with Eagles Recap -
 1. Low ticket prices and fall date led to great turnout (exact attendee count unknown)
 2. 71 raffle items were sold. "Experiences" were a big hit and more experiences should be included next year.
 - B. Current SUG update - SignUp Genius is working well, all email addresses have been added.
 - C. Upcoming SUG - Add reminder to future signup genius that all volunteers need to be registered at the school.
- XI. VP Communications - Erin Burgart
 - A. Upcoming communication requests/needs - Please allow 1 month notice for flyers.
- XII. VP Membership - Shelly Rotosky
 - A. 146 members at beginning of October, did not meet goal for incentive.
- XIII. Parent Question/Comment Time
 - A. Question from member about change from Father/Daughter Dance to Family Dance. Change was a board decision based on parent input, to simplify calendar, to be more inclusive, and positive feedback from Heritage E.S.
- XIV. Meeting adjourned at 6:13pm by Michelle Tomlinson