

Wakefield Elementary School  
PTA Board Meeting Minutes

Date: May 07, 2019

Time: 5:00 pm

Meeting called by: WES PTA

Type of Meeting: Standard

Facilitator: Michelle Tomlinson

Timekeeper: Michelle Tomlinson

Minutes: Kristen O'Janpa

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, Rosemary Ros, Janet O'Furey, Amanda Keefer, Ryan Keefer, Shelly Rotosky

Absentees: Jackie Hunter

Call to order at 5:05 PM by Michelle Tomlinson

Review the April Minutes - Kristen O'Janpa

A motion was made to accept the minutes, second by Kelli Fontenot.

-Minutes approved.

**I. Treasure-Stephanie Schmitt**

- A. Reviewed Budget/Shared a copy with the board.

**II. Principal Report: Cindy Keech**

- A. We are 50 students short of Title I status. Spread the word that we need more Kindergarten registrations.
- B. Tonya will put something on the social media facebook page to publicize.

**III. Teacher Report: Caroline Kohls**

- A. Kindergarten Orientation is May 14, 2019 from 6:00-7:30 PM  
Requested cookies made from a nut free facility.  
PTA will have a table to encourage parents to sign up. Shelly, Kristen, Jenni and Michelle will be there.
- B. Thank you to PTA for treating teachers so well this week.

C. 5th grade celebration- June 7th 10-12 school celebration/ 5:30-7 evening celebration.

- Day Celebration 10 AM-12 PM for kids only.

\$650 is allotted in our budget to cover pizza, cake, dj.... Not sure that is enough funding to cover the daytime and evening time event. It was discussed to possibly ask for donated items from the parents of 5th graders.

-Evening Celebration- 5:30-7 PM Cake and Awards

We need a sign up genius to recruit some volunteers to help set up that afternoon. Preferably not 5th grade parents, possibly 4th grade parents or 3rd grade parents.

Committee will meet again next week to finalize details for the day.

Volunteers needed to help set up for the night time celebration. Possible Sign Up Genius

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

A. PTA Positions for next year open:

Michelle shared the document that highlights new chairs and board positions.

-President Needed

-Some critical chair positions still open....Evening with the Eagles and Millbrook Fall Festival.

-Volunteer Appreciation Night will be June 4th

-New Officer Training May 30th, 2019

\* 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.

B. Technology Needs:

- Head Sets for the Drama Club

-Chrome Books and Flat Screens that need to be replaced Smart Boards

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

A. Spring Carnival: Thank you to all who helped.

B. Lego winning class will be announced at a later date.

**VI: VP Grant Writing- Cathy Harms**

- A. We were awarded the Lowe's Grant for \$ 1,660.00!
- B. STEMPOSIUM Info- For Administrator
  - Will share contacts with Jenni Ellinger

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

- A. Only One You Rock Project
  - Date to install path is May 17th after school 4:30-6:30 PMI and May 18th 8:30-12?
- B. Inspirational Quote Project:
  - Laurie 's schedule is not lining up with others, Jenni is applying them herself.
  - Let her know if you can help out.

**VIII: VP Membership: Shelly Rotosky:**

- A. PTA Appreciation Drawing Winners
  - Parent Winner - Anna Peck
  - Teacher/Staff Winner - Kelly Bahoric
  - Volunteer - Julie Rafterty

**VIII: VP Fundraising: Jackie Hunter(absent) :**

- A. Recap of Spirit Nights:
  - Freddy's : \$390.00
  - Polor Ice House:\$69.00
  - Miltons:?

**X: VP Communications: Tonya Flemly:**

**XI. Mr.Lloyd and Mr.Tony**

- Tunnel To Tower 5K run/walk
- October 12, 2019

\*Meeting Adjourned 6:02