

## OCE PTA Board Meeting Minutes

June 14, 2018 at 1:00pm

Attendance: Dr. Steidinger, Ms. May, Jan Cecco, Mandy Wagstaff, Steve Andrzejewshi, Betty Fernandez, Kelly McAlarney, Whitney Ludlow, Jennifer Bryant, Erica Phelan, Kathryn Broaddus, Sharon Putney, Monica Cox, Elizabeth Heronemus

1. Welcome/Introduction- Jan Cecco
2. Principal Report- Dr. Steidinger
  - A. Hired new teachers, replacing those leaving: Ms. Bruce and Ms. Kieger
  - B. This year got 2 administrative interns, excited about that
  - C. Sent out Survey
    - Basically two questions, Who is your students teacher, What worked or didn't work
    - Results go directly to teachers and are NOT used for evaluation purposes
  - D. In need of two microwaves for teachers lounge.
    - Monica will post on Beacon
3. President Report- Jan Cecco
  - A. Got Thank you card and homemade brownies from Alycia Spencer to Thank PTA for all the hard work and a great job on the Carnival
    - allotments are out
  - B. New PTA Donations from other schools
    - a) Received letter from Buckhorn PTA(Holly Springs)
      - Request for financial Donations to help with new PTA expenses
      - Concerns: Do we donate to them and how much
      - They are not in our zone. None of our students will be going there.
    - b) Steve A. is president for Apex Friendship Middle School PTA
      - Request financial donation for PTA startup
    - c) Set up parameters for a fair amount to donate and guidelines
      - Considering \$500 or more if our students will be going there, and \$100 or less if out of our zone
      - Dr. Steidinger will ask around about other school PTA's , believes new schools receive a lot of funding
      - Will get back to those that request for funding
  - C. Please email notes on your current position on the PTA and what you do, so someone that comes in to fill your position will have some background knowledge
  - D. Jen Curtis Maury made new flyers. What does the PTA do? Why it is important to support?

- E. New Membership Form for parents and Teachers
  - Individual , Family, and new box for Interest in Volunteering with the different committees listed
  - Teachers will have separate form and list of the type of Grant interested

4. Cultural Arts- Erica Phelan

- A. Erica will be our PTA Secretary for the next school year, whoever takes on her role will

have to attend the United Arts Council Fair and do an hour of training.

-Dates are July 26 and Aug 4

- B. Booking Fair in Aug 11 from 8:30-4

5. Beacon- Monica Cox

- A. Beacon will be getting a new layout with Captain Logs, Mission Statements, Club News, etc. More user friendly and updated look.
- B. Emails for the Beacon will be an OPT- Out option.
- C. Request that anything new that you would like posted on the Beacon be sent the Wednesday prior to the Beacon being sent out.

6. Director of Volunteers– Jan Cecco Update

- A. Jen Curtis Maury has stepped up to this new role as director of Volunteers
- B. Get in contact with Teachers to help them, if they need volunteers
- C. Connect with Room Parents
- D. If anyone has any suggestions, please contact her

7. Treasurer- Steve Andrzejewski Update

- A. Currently \$29,166 in Budget, Will spend 3000 to make new shirts for teachers, roughly 17000 left in budget
- B. Sharon Putney will be new Treasurer for the new year.

8. Box Tops- Jennifer Bryant

- A. Will be sending out collection sheets during the start of the year
- B. Raised \$2500 this year, Great Job!!

9. School Kits- Whitney Ludlow Update

- A. Will be delivered Clopening Week

- Meet the Teacher is 7/5

B. Need Volunteers to Help ON CALL

-Day delivered can be 7/2, 7/3, 7/5

C. Sell Agendas 1<sup>st</sup> week of school

9. Book Fair- Sharon Putney Update

A. Book Fair is Sept 4- 14

B. Grandparents breakfast is Sept 7 and Sept 14

10. Carnival- Kelly McAlarney

A. Great job with the Carnival

B. Agreed to do carnival again next year

11. Go Play Save– Kelly McAlarney Update

A. July 20<sup>th</sup> need Volunteers to help stuff envelopes to get books out

12. Staff Appreciation- Jan Cecco Update

A. Laurie Jendrasiak will be out of town for Clopening Breakfast 7/2 @ 8am,

-Need someone to help oversee, Food will be brought in at 7:30, need volunteers for set up and clean up.

**LAST PTA Meeting of this school year!!**

**Next meeting is Thursday, July 12<sup>th</sup> @ 1pm**