

**OCE PTA Board Meeting Minutes**  
**November 14, 2019, 11AM, OCE Media Center**

**Attendance:** Dr. Ruth Steidinger (OCE Principal), Whitney Ludlow (OCE PTA President), Mandy MacNaughton (OCE PTA Vice President), Jolene Dunn (OCE PTA Treasurer), Shveta Malhotra (OCE PTA Secretary), Jen Curtis-Maury, Laurie Jendrasiak, Mandy Wagstaff, Jennifer Bryant, Kathryn Broaddus, Angie Kirkland

**Welcome/Introduction - Whitney Ludlow, OCE PTA President**

A) Whitney introduced the OCE board members and began the meeting.

**Administration Report - Dr. Ruth Steidinger/Ms. Erin May/Mr. Shane Arce**

- A) Dr. Steidinger would like to put in a purchase order for student chromebooks for approximately \$35,000. Dr. Steidinger will provide PTA with the specifics.
- B) There was a little confusion regarding exactly how much was set aside for this technology purchase. Boosterthon collected approximately \$39,000 but not all of these funds are used to purchase technology. The funds are distributed throughout other PTA expenses (i.e., Box Tops, Running Club, Cultural Arts Programs). There is approximately \$25,000 allocated for technology. Maybe we can take surplus funds from other budget items (campus beautification, movie night) and use those towards technology purchase.
- C) Dr. Steidinger was thinking to use the Fund 6 account to make the purchase and PTA could reimburse school.
- D) There was also a question regarding a reimbursement for a technology purchase that was made at the beginning of the fiscal year for approximately \$12,000 for staff computers. Dr. Steidinger thought that the school had been reimbursed by the PTA but has yet to receive those funds.
- E) The PTA has spent \$1,000 to purchase Mr. Arce's computer through their technology fund.
- F) Dr. Steidinger mentioned that some local churches would like to help with cottage/campus beautification. Point Church in Apex is one. These projects might take place in the form of youth projects supervised by professionals. This would take place in the Spring.
- G) Dr. Steidinger has called a staff meeting for December 6, 2019. She would like to celebrate her teachers/staff with a pancake breakfast. She will also be sending out a communication to get some help with \$10 gift cards for her staff. She would need approximately 110. The PTA will send out sign-up genius for breakfast items.
- H) December 20, 2019 there will be a volunteer event at the school focused on trying to get more parent involvement.
- I) Dr. Steidinger would like to do a community outreach event March 9, 2020. This would take place with the students who are bussed in from Wrenn Dr. Approximately 20 students. Dr. Steidinger will look into renting out a space at a local church to host this program. She would like the PTA to help purchase dinner. We should give our support to someone within the community who owns their own

restaurant (or works at one) or maybe an entrepreneur just starting out. Maybe Kids Corps can help? Ms. Ferreira and Ms. Brockway might also participate. Dr. Steidinger would like other teachers from OCE to be there as well. Maybe also members of PTA?

### **Treasurer Report - Jolene Dunn**

- A) There was some confusion regarding the Boosterthon funds. Not all the funds collected during boosterthon go towards technology. Some of the funds are allocated towards other PTA expenses.
- B) We need to figure out where we can take funds from other budget items and apply them towards the purchase of chromebooks for students.

### **Committee Reports**

- **Silent Auction and Gala**

**Whitney Brown**

- A) February 15, 2020.
- B) Adults only event. This is the 3<sup>rd</sup> year of the gala. Held at MacGregor Downs Country Club. Save-the-date has already gone out.
- C) PTA needs help with calling donors regarding donations. This can be done from home.
- D) Tickets will go on sale January 4, 2020-February 10, 2020. Online bidding starts February 14, 2020.
- E) Auction wish-list going out in Beacon and Facebook page.

- **Movie Night, Bingo, Fundraising**

**Christine Rooney and Kelly McAlarney**

- A) Spring Artapalooza will take place April 23, 2020. This event will take place in conjunction with the bookfair and grandparent's breakfast.
- B) Still need to figure out logistics of how it will all happen and what all will be involved. A meeting is scheduled with Ms. Ferreira and Ms. Brockway. Could have students from other schools (Lufkin/Apex Friendship middle schools) come and help and showcase their work. Have food trucks, local artists.
- C) Paint tiles for the garden or have a tile wall?

- **Boosterthon**

**Whitney Brown**

- A) PTA/school have decided to go with another company to help with boosterthon next year-Apex Leadership. The school will keep 62% of the profit. Members of the PTA were instrumental in getting them to waive our

one-time sign-up fee.

- B) Students will have more one-on-one time with the boosterthon athletes and more curriculum-based teaching. Even those students whose parents do not donate will be included and made to feel part of the activities.
- C) It will be two weeks with 2 tracks and 2 weeks with the other two tracks.

- **Agendas and School Kits**

- **Mandy Wagstaff**

- A) Mandy is in the process of putting together an order for the agendas.
- B) She will also be ordering lanyards for the staff to pass out at the appreciation breakfast on December 6th.

- **Staff Appreciation**

- **Laurie Jendraisak**

- A) Laurie will need help with the staff appreciation breakfast on December 6, 2019. She will send out sign-up genius.

- **Box Tops**

- **Jennifer Bryant**

- A) So far \$787 collected. All money goes to school.
- B) Jennifer would like to purchase popcorn machine for incentive parties. PTA could also use the machine for other events.

- **Spirit Night**

- **Angie Kirkland**

- A) \$197 collected during spirit night at Moe's
- B) December 1-7 is spirit night at 5 Below. School will get 10% of purchases.
- C) Possible spirit night with Wake Zone. Tie in with a walk to school Wednesday.
- D) Also a possible spirit night with Texas Roadhouse. Could tie in with Spring bookfair.

**Next Meeting -**

Thursday, December 12, 2019 at 11am