



PTA Executive Meeting Agenda

April 12, 2018
8:15 am – 9:30am

I. Call to order by Amanda Patton at 8:15am

- In lieu of reading the April 9, 2018 PTA Executive Meeting notes, the document was posted to the Google drive, sent via email and hard copy available.
 - i. Motion to approve the April 9th PTA Executive Meeting notes by Keith Cyr
 - ii. Secondary motion to approve the April 9th PTA Executive Meeting notes by Christi Feeney.
- Kick off meeting with Secretary and the appointed Nominating Committee chair, Kathleen McDavid Harrison was completed on 4.09.2018. Committee has been provided the following: (1) most current bylaws, (2) spreadsheet of PTA BOD/Executive Committee leadership gaps and (3) timeline for slate posting.

II. President's Update by Niccole Burton:

- MES PTA/Foundations new logo design review (Appendix)
 - i. Motion to approve the new MES PTA logo design by Christi Feeney.
 - ii. Secondary motion to approve the new MES PTA logo design by Keith Cyr.
- All compliance issues have been addressed. Current PTA Executive Committee will review and identify any additional amendment opportunities and present them for discussion in the May 11th PTA BOD/Executive Committee Meeting. Christi Feeney will circulate a track changes document on the Google drive.

III. Treasurers Report by Keith Cyr

- Current accounts have not changed since the April 9th PTA General Membership Meeting.
- Funding, in the amount of \$1000, for QuickBooks Pro will come from the President's discretionary fund.
- Funding, in the amount of \$1350, for the Kindergarten Splash will come from the President's discretionary fund.
- Audit pricing under review and will be presented at the May 11th PTA BOD/Executive Committee Meeting for approval.
- 2017/18 check request cutoff date June 1st.
- During bylaw review, Treasurer description needs to be updated and will be presented at the May 11th PTA BOD/Executive Committee Meeting for approval.

- Taxes are due for the fiscal year on June 30th.
- IV. VP of Operations Update by Angela
- Lobby Guard incremental unit cost will be presented at the May 11th PTA BOD/Executive Committee Meeting for consideration. If there is consensus to purchase, a new budget line item must be approved.
- V. VP of Fundraising Update by Niccole Burton
- Process to determine leadership gaps on the fundraising underway.
 - Halloween and Boosterthon check request needs being assessed.
 - Remaining Spirit Wear inventory needs to be sold in preparation for logo transition. Assessment of current inventory and breakeven costs needed. Opportunities to liquidate the inventory at Field Day.
- VI. VP of Communications Update by Christi Feeney
- Marketing Communications will continue to fall under the responsibilities of the VP of Communications.
 - As discussed in the President's update, Kindergarten Splash event budget allocated.
 - After Kindergarten event, rising K Facebook invites to be sent.
 - Amy Hartman will not return as the editor for the Digital Dolphin.
- VII. VP of SWAG Update by Sandra Adams
- Earth Week April 16 -20. Earth Week finale picnic at Sidney Marcus Park on April 20th ay 6pm.
 - Field Day May 17th
- VIII. Report by VP of Enrichment Ginger Pursley
- STEAM will no longer exist as a BOD position.
 - Request for BETA Club leadership position does not fall within the PTA scope or responsibility and should fall to a parent volunteer.
 - There is a need for a new committee as related Cultural Arts and Diversity and will be discussed at the May 11th PTA BOD/Executive Committee.
 - i. Motion to explore a Cultural Arts and Diversity Committee by Angela Howard.
 - ii. Secondary motion to explore a Cultural Arts and Diversity Committee by Christi Feeney
- IX. MES Administrators Update by Audrey Sofianos
- Principle discretionary budget to purchase new teacher tote bags with the new MES logo. Classroom Parents will encourage gift giving to fill up the totes during Teacher Appreciation Week.
 - Field Trip responsibilities will be reallocated to teachers from the existing Classroom Parent workload.
 - There were 15 open positions at MES for the 2018/19 school year. All teacher positions have been filled with functional hiring still underway.
- X. Motion for adjournment at 9:46am
- Motion for adjournment by Niccole Burton
 - Secondary motion for adjournment by Angela Howard.

Appendix:

