

OCE PTA Board Meeting Minutes

July 12, 2018

Attendance: Dr. Ruth Steidinger, Erin May, Mandy Wagstaff, Erica Phelan, Sharon Putney, Christine Rooney, Laurie Jendrasiak, Elizabeth Heronmous, Jan Cecco, Kelly McAlarney, Whitney Ludlow, Megan DeLaney, Monica Cox, Jen Curtis-Maury, Kathryn Broaddus, Sarah Meir, Julie Peterson, Jennifer Bryant, Melissa Bremmer, Bridget Robertson

- **Welcome/Introduction - Mandy Wagstaff**
- **Principal Report - Dr. Steidinger**
 - Great Kickoff to the year; especially with changes to walker/carpool guidelines
 - Carpool flow increased with new cones
 - Discussion around mission statement of the year, “Believe” and “My Intent Project”; Kids Corps will be involved in spreading the mission this year
 - New teachers - K (Diaz), 4 (Brown), 5 (Trainor), TA - K (Paxton), Specialists - (Abdella, Wheeler, Kachelmeyer, Cowell)
 - New lead custodian to be hired, Ms. Hall is retiring
 - Potential for Family STEAM night sponsored through NCSU, will need volunteers to support set up/break down, more information to follow
 - Exploring changes to “Curriculum Night” to gain greater participation from families.
- **President Report - Mandy Wagstaff**
 - Discussion on a “cash box” or envelope program as a way to create place for teachers/parents to drop PTA funds as an alternative to the PTA office.
- **Treasurer Report - Sharon Putney**
 - Proposed budget (\$166,100 for 2018-19) was circulated
 - New mailbox set being made for PTA office to organize forms, drop offs, notes to committees/individuals.
- **Committee Reports:**
 - Go Play Save /Christine Rooney and Kelly McAlarney - online kickoff July 16th; waiting on labels, stuffing on July 20th. Classroom fund collection will take place twice a week. Sale ends: August 10th for Tr 1 & 2, August 22nd for Tr 3 & 4
 - Carnival Proposed Dates / Christine Rooney and Kelly McAlarney - April 18th or May 10th (preferred)
 - Boosterthon Volunteer Interest Meeting /Jan Cecco - August 8th at 9:30AM in the Conference Room. Event is October 15-26th.
 - Staff Appreciation / Laurie Jendrasiak - dropped off goodies to staff to celebrate back to school; working on dates for teacher appreciation throughout the year. Also, Jan Cecco and Dr. Steidinger will meet with the cafeteria manager to determine how to

work with food storage guidelines for events that may have catering, etc this year. (ex. Grandparent breakfast, End of Year celebrations, Staff Appreciation, etc).

- Membership/Betty Fernandez - PTA membership drive in full swing. Teacher memberships (36) received to date will be entered for their \$100 grants.
- Spiritwear / Kelli Joyner - meeting with previous company and will email design ideas to Mandy Wagstaff and Dr. Steidinger. Working through ordering details and final advertising.
- Book Fair/TBD - September 4-14th, also March and April. Still looking for a chairperson. Planning to run these in conjunction with Grandparents' breakfast. Jan Cecco coordinating in the interim.
- Walk to School Wednesday / Bridget Robertson - on hiatus until October. Lots of great participation last year, averaged 73 students per month in the 2017-18 school year. Also looking into continuing "giving back" efforts as part of the program. Will need additional t-shirts, they will be donated by Ms. Jones' family. Looking for new competition opportunities for this school year.
- Grandparents' Breakfast / Elizabeth Heronmous - September 7th and 14th; during the book fair; arrangements in process
- Box Tops /Jennifer Bryant - raised \$2500 last year, goal for this year is \$2750. Each quarter, prizes to class with highest participation as well as a \$50 gift card to their teacher. Drop labels off in office bin and/or mailbox in lobby. Parent collection sheets will be distributed in the next couple of weeks.
- Agendas and School Kits / Whitney Ludlow (Interim) - only had 4 kits with issues; rest of distribution went well.
- Spirit Nights - working to organize for the year.
- School Garden - Ms. Ferreira is working on a schedule to identify needs and assign maintenance activities.
- Grants / Megan Delaney - familiarizing and will begin review of past grant requests.
- Beacon and Website / Jen Curtis-Maury & Monica Cox - working to cross-publicize information and keep PTA website updated to reflect changes. Beacon is ready to distribute; just waiting on updated email distribution list.
- Volunteers / Jen Curtis-Maury - got 26 names during Meet the Teacher; hoping for more via PTA membership forms. Suggestions made for ways that new families to OCE can learn about school community and traditions.
- School Board Advisory Council Member / Sarah Meir - nothing to report at this time; planning to attend quarterly meetings and liaise between OCE and the School Board.
- Family Marathon - Tr 2 & 4 = November 6th; Tr 1 & 3 = November 13th
- Field Day - Tr 1 & 2 = May 6th; Tr 3 & 4 = May 13th

Next Meeting - August 9th, 6pm