

PTC EXECUTIVE MEETING AGENDA

September 10, 2024 @ 4:00PM

Attendees

- Dr. Renee Mallot, Principal
- Erin Shoemake, Teacher Rep
- Nancy Erwin, Teacher Rep
- Shannon Alexander, President
- Mike Roe, Treasurer
- Ashley Huber, VP Communications
- Renata Bell, VP Fundraising
- Andi McKinney, Secretary

Agenda Items

I. Treasurer Report Out (Mike)

ACCOUNT	8/13/2024	9/10/2024
Checking	\$61,496.69	\$47,001.64
Savings	\$30,001.37	\$30,001.86
TOTAL	\$91,498.06	\$77,003.50

- a. Upcomings Costs / Expenses
- b. Mister Brown Motivational Speaker Cost
- c. Ticket Prices for Fall Festival and Santa Breakfast

II. President Report Out (Shannon)

- a. 2024 - 2025 School Year Events
- b. Past Event Feedback
 - i. Room Parent Meeting
 - ii. Picnic in the Park
 - iii. Grandparents Day / Ice Cream Social
- c. Planning Details for 2024 - 2025 School Year Events
 - i. Movie Night - Discuss New Date / New Vendor
 - ii. Fall Festival / Makers Fair - Oct 5
 - iii. Gala Planning - Nov 16
 - iv. Santa Breakfast - Dec 7
- d. Beautification Project
- e. Photobooth and iPad

III. VP Fundraising Report Out (Renata)

- a. Fundraising Plans
 - i. Fall Festival / Makers Fair
 - ii. Gala Planning
- b. Summary Flyer of 2023 - 2024 school year fundraising / spending

IV. VP Communications Report Out (Ashley)

- a. Discuss Forms of Communication - Dojo, Website, Social Media, Emails, etc.
- b. Social Media / Friday Folders
- c. Teachers’ Favorite Things List

V. Secretary Report Out (Andi)

- a. Website Updates - Anything to update?
- b. Executive Board Meetings (monthly @4pm) & General Meetings (bi-monthly @ 5pm)

Executive and General Meetings Schedule - 2nd Tuesday of the month	
10/8	Agenda: TBD (General and Executive Meeting)
11/12	Agenda: TBD (Executive Meeting only)
12/10	Agenda: TBD (General and Executive Meeting)
1/14	Agenda: Mid-year update/follow-up (General and Executive Meeting)
2/11	Agenda: TBD (Executive Meeting only)
3/11	Agenda: VOTE Treasurer, VP Communications and Secretary (General and Executive Meeting)
4/8	Agenda: TBD (Executive Meeting only)
5/13	Agenda: End of year review (General and Executive Meeting)

VI. Teacher Representative Report Out (Erin Shoemake/ Nancy Erwin)

- a. Grade level activities, curriculum
- b. Teacher/Staff communication & support

VII. Principal Report Out (Renee Mallot)

- a. Field Supervisor volunteers
- b. Field Trips Planned for this school year
- c. Student Council updates