

# PTC EXECUTIVE MEETING AGENDA

April 15, 2024 @ 6:30PM

## Attendees

- Dr. Renee Mallot, Principal
- Erin Shoemake, Teacher Rep
- Nancy Erwin, Teacher Rep
- Laurel Plewe, President
- Mike Roe, Treasurer
- Emily Orloff, VP Communications
- Rebecca Clark / Janelle Harris, VP Fundraising
- Andi McKinney, Secretary

## Agenda Items

### I. Treasurer Report Out (Mike)

ACCOUNT	3/13/2024	4/15/2024
Checking	\$81,090.39	\$77,397.95
Savings	\$58,722.39	\$58,723.31
<b>TOTAL</b>	<b>\$139,812.78</b>	<b>\$136,121.26</b>

- a. Budget update
- b. Venmo
- c. Sales Tax Update
- d. Upcoming Costs / Expenses

### II. President Report Out (Laurel)

- a. Feedback on Past Events / Activities
  - i. Meet and Greet @ Saloon
  - ii. Results of Enrichment Classes Survey
- b. Planning Details for Upcoming Main Events / Activities
  - i. Science Fair (5th graders, 4th grade optional)/ Science/STEM Night - Apr 22
  - ii. Golf Tourney - April 29 - volunteers needed
  - iii. Book Fair - May 1 - May 9 (setup Apr 29) - volunteers needed
  - iv. Open House - May 8
  - v. Staff Appreciation Week - May 6 - 10 - volunteers needed
  - vi. Color Run - May 17 - volunteers needed
- c. Planning Details for 2024 - 2025 School Year Events / Chairs
  - i. Review List of Volunteers / Openings
- d. Beautification on campus

### III. VP Fundraising Report Out (Rebecca / Janelle)

- a. Fundraising Plans for next year

**IV. VP Communications Report Out (Emily)**

- a. Social Media / Friday Folders

**V. Secretary Report Out (Andi)**

- a. Approval of Meeting Minutes
- b. Website Updates - anything to update?
- c. Executive Board & General meeting schedule - confirm date for May meeting

Executive Board Meetings from 6pm-7pm	General Meetings starting 7pm
<ul style="list-style-type: none"> <li>● <b>May 14</b>, General Meeting to follow</li> </ul>	<ul style="list-style-type: none"> <li>● <b>May 14</b> <ul style="list-style-type: none"> <li>○ Agenda: End of year review</li> </ul> </li> </ul>

**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. Unified Basketball Tournament: April 25, 2024
- b. Family Science/STEM Night: April 22, 2024
  - i. Budget from PTC
- c. Student Council Activities
  - i. [LF Spirit Day Calendar Spring 2024](#)
  - ii. Summer Food Drive
  - iii. Mother’s Day Flower Vases (donations)
  - iv. Basketball Hoop Beautification
- d. State Testing Snacks
- e. Acceptance Month: April
- f. Beautification on Campus
- g. Published List of Field Trips for 2023-2024 school year