

PTC EXECUTIVE MEETING AGENDA

November 12, 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	10/8/2024	11/12/2024
Checking	\$56,393.11	\$53,708.04
Savings	\$30,002.36	\$30,002.86
TOTAL	\$86,395.47	\$83,710.90

- a. Results of Harvest Festival / Makers Fair
- b. Upcoming Costs / Expenses
- c. Budget Update

II. President Report Out (Shannon)

- a. 2024 - 2025 School Year Events
- b. Past Event Feedback
 - i. Movie Night
- c. Planning Details for 2024 - 2025 School Year Events
 - i. Gala Planning - Nov 16
 - ii. Santa Breakfast - Dec 7
- d. Beautification Project
- e. I Love Reading Week
- f. Spirit Wear Sales
- g. PTC Printer Lease

III. VP Fundraising Report Out (Renata)

- a. Fundraising Plans
 - i. Gala Planning -
 - 1. 11/16 - on track - on budget
 - 2. Fund In Need

- ii. Box Tops - \$201.10 out of our \$500 goal
- b. Sponsors on campus - banners coming. Thoughts on tiering of sponsors for the year, donations vs sponsors etc.

IV. VP Communications Report Out (Ashley)

- a. Discuss Forms of Communication - Dojo, Website, Social Media, Emails, etc.
- b. Social Media / Friday Folders

V. Secretary Report Out (Andi)

- a. Website Updates - Update to include page for Sponsors
- b. Executive Board Meetings (monthly @4pm) & General Meetings (bi-monthly @ 5pm)

Executive and General Meetings Schedule - 2nd Tuesday of the month	
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
- c. Treat Trolley for Teachers/Staff Monthly Appreciation

VII. Principal Report Out (Renee Mallot)

- a. Field Supervisor / Watch Dog volunteers
- b. Student Council updates
- c. Prop 28 Funds Update - EDMT Dance Performances Nov 18, 19, 20