

# PTC EXECUTIVE MEETING AGENDA

October 17, 2023 @ 6:00PM

## 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	9/12/2023	10/17/2023
Checking	\$13,064.50	\$20,850.02
Savings	\$78,715.14	\$78,716.37
<b>TOTAL</b>	<b>\$91,779.64</b>	<b>\$99,566.39</b>

- a. Budget update
- b. Upcoming Costs / Expenses

### II. President Report Out (Laurel)

- a. PTC Roster Directory
- b. Feedback on Past Events / Activities
- c. Planning Details for Upcoming Main Events / Activities
  - i. Steam Museum Assembly (rescheduled to 11/1)
  - ii. Halloween Costume Parade
  - iii. Veteran's Day Assembly
  - iv. Book Fair
  - v. LF Day at Farmer Gene's Farm
  - vi. Santa Breakfast / Raffle Baskets- Dec 2
- d. Room parents- Santa Breakfast baskets
- e. Santa Breakfast - teacher parties

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

- a. Summary Flyer of 2022 - 2023 school year fundraising / spending
- b. Fundraising Projects for 2023 - 2024 school year
- c. Dolphin Drive results
- d. Dine outs/treat days
- e. Gala / Auction
- f. Early Engineers Enrichment Program

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

- a. Social Media / Friday Folders
- b. Marquee

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

- a. Approval of Meeting Minutes
- b. Executive Board & General meeting schedule

Executive Board Meetings from 6pm-7pm	General Meetings starting 7pm
<ul style="list-style-type: none"> <li>● 10/17, General Meeting to follow</li> <li>● 11/14</li> <li>● 12/12, General Meeting to follow</li>   <li>● 1/16, General Meeting to follow</li> <li>● 2/13</li> <li>● 3/12, General Meeting to follow</li> <li>● 4/16</li> <li>● 5/14, General Meeting to follow</li> </ul>	<ul style="list-style-type: none"> <li>● 10/17                             <ul style="list-style-type: none"> <li>○ Agenda: Budget allocation</li> </ul> </li> <li>● 12/12                             <ul style="list-style-type: none"> <li>○ Agenda: TBD</li> </ul> </li> <li>● 1/16                             <ul style="list-style-type: none"> <li>○ Agenda: Mid-year update/follow-up</li> </ul> </li> <li>● 3/12                             <ul style="list-style-type: none"> <li>○ VOTE: President / VP Fundraising</li> </ul> </li> <li>● 5/14                             <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. Student Council Activities
- b. Monthly Awards Assemblies
- c. Fund in Need