

# PTC EXECUTIVE MEETING AGENDA

December 12, 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	11/14/2023	12/12/2023
Checking	\$22,396.50	\$21,012.55
Savings	\$78,717.73	\$78,719.01
<b>TOTAL</b>	<b>\$101,114.23</b>	<b>\$99,731.56</b>

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

### II. President Report Out (Laurel)

- a. PTC Roster
- b. Feedback on Past Events / Activities
- c. Planning Details for Upcoming Main Events / Activities
  - i. Volunteer Recruiting Event - Saloon - January 11
  - ii. Winter Enrichment Classes
  - iii. Family Dance - Feb 2
  - iv. Read-a-thon - Mar 1 - 15
  - v. March Event - TBD - Mar 15

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

- a. Gala / Auction
- b. Read a thon

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

- a. Social Media / Friday Folders

### V. Secretary Report Out (Andi)

- a. Approval of Meeting Minutes
- b. Website Updates

c. Executive Board & General meeting schedule

Executive Board Meetings from 6pm-7pm	General Meetings starting 7pm
<ul style="list-style-type: none"> <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>● 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. Update on Desk Pets / Reading Incentives
- c. Update on List of Field Trips
- d. School Rating