

# PTC EXECUTIVE MEETING AGENDA

February 13, 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	1/16/2024	2/13/2024
Checking	\$14,539.07	\$81,867.71
Savings	\$78,720.24	\$58,721.47
<b>TOTAL</b>	<b>\$93,259.31</b>	<b>\$140,589.18</b>

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

### II. President Report Out (Laurel)

- a. Communication
- b. Feedback on Past Events / Activities
  - i. Gala
  - ii. Enrichment Classes Survey
- c. Planning Details for Upcoming Main Events / Activities
  - i. Volunteer Recruiting Event - Saloon - Date?
  - ii. Bingo / Glow Dance Party - March 1
  - iii. Read-a-thon - March 1 - 15
  - iv. Golf Tourney - April 29
  - v. Book Fair - May 1 - May 9 (setup Apr 30)
  - vi. STEM Event - During School / Evening - Date?
  - vii. Back to School Night - May 8
  - viii. Staff Appreciation Week - May 6 - 10
  - ix. Color Run - May 17
- d. Planning Details for 2024 - 2025 School Year Events / Chairs
- e. Beautification on campus

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

- a. Gala / Auction Fundraising Results

- b. Read-a-thon - Fundraiser?

**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>● 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>● 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. I Love Reading Week
- c. Classroom Supplies Drive
- d. Beautification on Campus - District Feedback
- e. Finalized List of Field Trips
- f. Reading Incentives