

PTC EXECUTIVE MEETING AGENDA

August 13, 2024 @ 4:00PM

Attendees

- Cheryl Olson for 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	6/27/2024	8/13/2024
Checking	\$71,843.90	\$61,496.69
Savings	\$30,000.00	\$30,001.37
TOTAL	\$101,843.90	\$91,498.06

- a. Proposed Budget for 2024 - 2025 school year
- b. Upcoming Costs / Expenses
- c. Board to Vote to Approve Budget

II. President Report Out (Shannon)

- a. 2024 - 2025 School Year Events
- b. Enrichment Classes Survey/ Plans for Next Year
- c. Planning Details for 2024 - 2025 School Year Events / Chairs
 - i. Review List of Volunteers / Openings (Hospitality / field supervisors)
 - ii. Room Parent Meeting - Aug 22
 - iii. Picnic in the Park - Aug 23
 - iv. Grandparents Day / Ice Cream Social - Sept 6
 - v. Fall Festival / Makers Fair - Oct 5
 - vi. Movie Night - Oct 19 (need chair)
 - vii. Gala Planning - Nov 16
- d. Beautification Project

III. VP Fundraising Report Out (Renata)

- a. Fundraising Plans
 - i. Fall Festival / Makers Fair
 - ii. Gala Planning
- b. Simplify beginning of year asks
- c. Dolphin Drive - Proposed Dates

- d. Summary Flyer of 2023 - 2024 school year fundraising / spending

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 - Anything to update?
- b. Executive Board Meetings (monthly @4pm) & General Meetings (bi-monthly @ 5pm)

Executive and General Meetings Schedule - 2nd Tuesday of the month	
8/13	Agenda: Calendar of Events / Budget Allocation (General and Executive Meeting)
9/10	Agenda: TBD (Executive Meeting only)
10/8	Agenda: TBD (General and Executive Meeting)
11/12	Agenda: TBD (Executive Meeting only)
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

VII. Principal Report Out (Cheryl Olson for Renee Mallot)

- a. Plans for Beginning of School Year