

HalePTA



PTA Executive Board Meeting

August 17, 2017

PTA Board Members

Stef Thompson, Co-Chair
Samantha Mendiola, Co-Chair
Rachel Walker, Advisory
Anne Krocak, membership
Jen Weiberg, Communications
Dawn Feddersen-Poindexter,
Communications
Katie Frey, Treasurer
Laura Randgaard, Secretary

AGENDA and Minutes

1. Financials (Off-going treasurer Randy Newton) presented
 - o Current balance: \$78,524.35. Major income-Spring Party \$28,013.31, major expenditures-\$22,334.05 for capital improvements for each grade and specialists.
 - o Distributed funds raised from Spring Fundraiser. Total intake was over \$28,000 split between Hale and Field
 - o Classroom capital improvements are being distributed based on grade requests
 - o Recommendations from off-going treasurer to follow some best practices to have an annual independent audit and a tax accountant support tax submission for 2017. (Fiscal year for PTA 9/1-8/31) Taxes are due the 15th day of the 5th month. Board approved getting an independent audit from Diana Curtis and support for the tax filing of current fiscal year.
 - o Request for Funds: Approved reimbursement of Constant Contact, School supply purchases, Art Room Capital, PTA Insurance, New Quickbooks Software
 - o Reminder to board members to retain and submit receipts and forms for reimbursement
 - o Many thank to Randy for his great service to the PTA
2. Dreambox renewal-There was an increase in the quote for Dreambox-school license is now \$6300. Board approves licensing for \$6300.
3. Request for Wixie (pre-word process) approximately \$2000 for Media Center and Classroom-Board Approved
4. Open House night-8/24. Board to provide some food options for open house. Hours for volunteer 4-7:30. We will have a membership table. Calendars, sign-ups for directory and newsletter, sign up. 4-7:30 PTA members will be present.
5. Meeting dates. Please review these tentative dates: 9/7, 10/12, 11/9 (at school? during 1st and 2nd grade Open Gym night.), 12/14, 1/11, 2/8 (at school?), 3/8, 4/12, 5/10 (at school? Elect new board members), 6/14 (school is out on the 12th).
6. Upcoming events:
 - o Pancake Fundraiser 9/9
 - o Carnival 9/23,
 - o School supply sorting 8/24 from 9-12
 - o Curriculum Night 9/14

- Plan for communication of minutes, budget summary to be included in communication.

Minutes and budget summary. The Board continues to seek input in how to create involvement, transparency, and clarity on the role and impact of PTA. The Board is exploring ways to make facebook and other venues more up to date and accurate to reflect the upcoming events and meeting minutes. Anne will come up with a generic gmail account to allow families to reach out with questions/concerns/feedback/ideas.

- Ideas for offering education or matching the PTA meetings with other events going on in the school, and/or creating an educational ppt describing the role of PTA in coordination with PTA meetings.

Future PTA agenda topics:

OUTSTANDING ITEMS

Item	Owner	Origination Date