

ARE PTA Agenda		
Date:	6/19/2019	
Attendees:	<input type="checkbox"/> President / Academic Programs: Erica Watson <input type="checkbox"/> Treasurer: Antoine Johnson <input type="checkbox"/> Secretary: Jen McKay <input type="checkbox"/> Social for Staff: Schanel Mize (absent) <input type="checkbox"/> Fundraising: Nicole Johnson	<input type="checkbox"/> Communications: Susan Clarke / Stephanie Liu-Barnes (absent) <input type="checkbox"/> Spiritwear: Jen Eggiman (absent) <input type="checkbox"/> Wellness: vacant <input type="checkbox"/> Social for Families: vacant <input type="checkbox"/> Administrator: Niko Schutte
Guests:	Amy Holcomb, Lyndsay Gregory, Janet Pride, Christy MacDonald, Maryann Schroeder, Laura Hudak	

Agenda Items for Decision			
VP/Committee	Time (min)	Item(s)	Key discussion points/Actions/Decisions
President Update (Erica)	5 min	- 2019-20 Meetings - Safety patrol umbrellas/ponchos	Erica will order 15 ponchos, 10 clear, child umbrellas and 6 staff umbrellas for Safety Patrol using the School Sundry budget.
School Update (Niko)	5 min		
2018-19 Topics			
Treasurer (Antoine)	5 min	- Budget Update	<ul style="list-style-type: none"> - Antoine will close current paypal account and open a new one. This may impact login info for swipers - Erica will look into changing charity name from NC PTA Congress to ARE. - Antoine will delivery updated version of Annual Financial Report the week of 7/1 for transactions through 6/30 - Antoine will deliver bank reconciliations the week of 7/1 for annual audit.
2019-2020 Topics			
Welcome Committee (Laura/Erica)	5 min	- Welcome Packet Feedback - Phone Calls	<ul style="list-style-type: none"> - Once final, Christy will work with Sundar to post welcome packet info on our website - All: Send feedback to Laura by 5 pm Friday - Mr. Schutte: will send a principal letter to Laura by 5 pm Friday - Laura and Erica will discuss updating format of welcome packet
Room Parent (Laura/Erica)	10 min	- Review documents - Discuss timing/plan for recruiting new room parents	- Ms. Pride and Ms. Schroeder will send out email to 2019-20 teachers.

			- Once materials are finalized, Laura will work with Christy and Sundar to add a Room Parent section with resources link to website -
Spirit Wear (Jen E)	10 min	- Coverage for 7/8 and 7/12 Meet the Teacher - Jen sent an email - When should we make online Spirit Wear live? Whenever it's ready	- All: Respond the Jen E's request for spiritwear help - 7/8 Setup in hallway by playground - 7/12 Ms. Schroeder will email Friday to confirm whether to setup in Kinder hallway or in the front hall by the office.
1st Day School Supplies (Jen E)	5 min	About 200 sold Jen will email delivery dates	
7/1 Staff Breakfast (Schanel/Shanon)	5 min	75 teachers, 8:30 - 9:15 am When can PTA setup? Who is available to help with setup?	- PTA can setup over 6/29-30 weekend (Schutte will send times) or starting at 7 am on 7/1 - Schanel/Shanon: Send email to get help.
7/6 Popsicles on the Playground (Erica/Jen/Lyndsay)	5 min		
7/8, 7/12 Meet the Teacher		How can PTA welcome families? Alli? Contact Info?	- Each teacher will have a chromebook setup with PTA contact info sign up - Erica will try to find someone to be Alli
Discuss Potential Aug Event (all)	10 min	Ideas for family engagement: track out camp, etc fair; spirit night, Meet Alli	
End of Year Celebration	45 min		

2018-19 Upcoming Events & Key Dates

- 6/27 10 am - 1 pm Tracks 2, 3, and 4 5th Grade Picnic
- 6/28 11 am Track 4 Graduation, 1 pm Tracks 2&3 Graduation

2019-20 Upcoming Events & Key Dates

- 5/30 10 am & 12 pm (repeated sessions) Kindergarten Orientation
- 7/1 8 am Staff Treats (Crepe Time)
- 7/5 Receive Class Lists
- 7/6 10-11 am Popsicles on the Playground
- 7/8 9-11:45 am Meet the Teacher (Tr 1-3, 1st -5th)
- 7/12 12:30-2:30 pm Meet the Teacher (Tr1-3, K)
- 7/26 2:30-3:15 pm Meet the Teacher (Tr 4, 1st-5th)
- 8/1 12:30-1:15pm Meet the Teacher (Tr 4, K)
- OPEN HOUSE?
- 9/23 - 10/4 Book Fair

- 10/28 - 11/22 Fun Run

Follow Ups:

- All: Respond the Jen E's request for spiritwear help at Meet the Teachers
- All: Send feedback to Laura (laurahudak@yahoo.com) on Welcome Packet by 5 pm Friday
- Mr. Schutte: will send a principal letter for Welcome Packet to Laura by 5 pm Friday
- Once final, Christy: work with Sundar to post welcome packet info on our website
- Laura and Erica: discuss updating format/layout of welcome packet
- Ms. Pride and Ms. Schroeder: send room parent email to 2019-20 teachers
- Once final, Laura will work with Christy and Sundar to add a Room Parent section with resources link to website
- Ms. Schroeder: email PTA by Friday to confirm whether to setup spirit wear for 7/12 Meet the Teacher in Kinder hallway or in the front hall by the office.
- Schanel/Shanon: Send email to get setup help for 7/1 Staff Breakfast
- Mr. Schutte: email rising K about Popsicles on the Playground
- Erica: order 15 ponchos, 10 clear, child umbrellas and 6 staff umbrellas for Safety Patrol using the School Sundry budget.
- Erica: look into changing charity name from NC PTA Congress to ARE so people can find us when looking to donate.
- Antoine: close current paypal account and open a new one. This may impact login info for swipers
- Antoine: deliver updated Annual Financial Report the week of 7/1 for transactions through 6/30
- Antoine: deliver bank reconciliations the week of 7/1 for annual audit.