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| **Date:** January 9th, 2018 | **Time:** 6:30 pm | **Location**: Dondero Library |

**Purpose:** This is the 5th General PTA Meeting of the 2017-2018 school year.

**Executive Board Attendees/Invitees**

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| --- | --- | --- | --- |
| **Name** | **Present** | **Contact** | **Capacity** |
| Michele Aronne | Yes | micheleg229@comcast.net | President, Meeting Host |
| Melissa Vetter | No | mvetter79@gmail.com | Vice President |
| Jannice Hodges | Yes | jannicehodges@gmail.com | Treasurer |
| Brooke Sokolnicki | Yes | brookesokolnicki@gmail.com | Secretary |
| Kate Callahan | Yes | kcallahan@sau52.org | Principal |

**Agenda**

1. Welcome & Introductions
2. Approval of December Minutes
3. Budget Update - Jannice
4. What’s Been Done Already?
   1. Teacher Appreciation – Shannon
   2. Caroling Night – Michele & Nikki
   3. Artists in Residence - Shannon
5. What’s Coming Up?
   1. Playground Update – Nikki & Alice
   2. Spirit Wear – Nikki
   3. Calendar Raffle
   4. Margarita’s Night – Michele
   5. Movie Night
6. Next PTA Meeting – Tuesday, February 13th

**Discussion**

* The meeting was called to order at 6:35pm by PTA President, Michele Aronne
* Quorum obtained; four out of five members of the Executive Board were present.
* December 2017 PTA Minutes were distributed for review. Minutes approved by Nikki Savramis & Michele, all agreed, no one opposed.
* ***2017-2018 Budget & Treasure’s Update*** (Jannice)
* $29,389.96 balance
* Teacher Appreciation - $450 remaining to spend, thinking a gift in Feb. Staff raved about soup luncheon!
* Box Top check of $570 arrived! Important to submit box tops in early Feb so they can be submitted prior to Feb break.
* Feb 7th CD matures for playground fund. Not planning to contribute more to CD fund so there will be ~$2K that can be used for architect when needed.
* Go Fund Me -> Jannice will verify bank account info to ensure $ auto deposits into our account after X days
* ***What’s Been Done Already?***
  + Caroling – will remain under miscellaneous in budget. Spent about $240 & budget was $500. Kate had a coupon/discount for hot cocoa purchased from Dunkin Donuts for 50% off and then Michele found a way to get cocoa for free! Abbie has notes for next year to make adjustments. Overall was lots of fun. Consider fliers on neighborhood doors – more notice for students & families.
  + Teacher Appreciation – 2/7, planning mugs & a Valentine theme.
  + AIR – puppet lady came for K & 1st. Contacted UNH Stem Ambassadors (May 1st)
* ***What’s Coming Up?***
  + Playground – meeting Friday w/ landscape engineer. Still looking for nature based ideas. How to get parent buy-in. Facilitate a meeting to get kid buy-in – give kids a chance to vote on what to include. Slowed down a bit in order to speed up the process. Slowing down asking businesses until have a more realistic plan & thinking to tackle in phases. Holding off on Clipper Foundation too until we have a better plan. Alice really wants a public meeting before Feb break. Lowered GoFundMe to $20K to be more realistic for donations.
  + Spirit Wear – will donate a few items for calendar raffle. There will be a Spring Spirit Wear. Next year will advertise more about holding a Fall/Spring spirit wear event. PJ bottoms are being considered for next year.
  + Calendar Raffle – have enough items to run for 10 days. Looking to sell tickets beginning week of 1/22 up until starting the raffle. If 3 weeks, would run from 2/5 – 2/23.
  + Margarita’s – classroom with most kids in attendance will win an ice cream party. Fundraiser will run all day on Jan. 17th.
  + Movie Night – Michele will share suggestions with Sarah Honeyman. Popcorn cleaning is going well. Popcorn Friday’s are good. Kellie is taking over organization.
* **Other Items**
  + Scholastic Book Fair **–** will hold in March for literacy month. Looking for about 5 parent volunteers. Maybe incorporate with a literacy day/night.
  + Accounting – need to be audited 2x a year
  + Will follow up with Melissa for sending in dues for PTA membership

Next PTA Meeting planned for Tuesday, February 13th.

* ***Meeting Adjourned at 7:45 PM.***

Submitted by: Brooke Sokolnicki, Dondero PTA Secretary