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| **Date:** November 14th, 2017 | **Time:** 6:30 pm | **Location**: Dondero Library |

**Purpose:** This is the 3rd 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 | Yes | mvetter79@gmail.com | Vice President |
| Jannice Hodges | Yes | jannicehodges@gmail.com | Treasurer |
| Brooke Sokolnicki | Yes | brookesokolnicki@gmail.com | Secretary |
| Kate Callahan | No | kcallahan@sau52.org | Principal |

**Agenda**

1. Welcome & Introductions
2. Approval of October 2017 Meeting Minutes
3. Budget Update - Jannice
4. What’s Been Done Already?
   1. Popcorn
   2. Fall Bonfire
   3. Pub 99 Dining for a Cause
   4. Bake Sale
   5. Spirit Wear
5. What’s Coming Up?
   1. Caroling Night
   2. Square 1 Art
   3. Teacher Appreciation Luncheon
   4. Movie Night
   5. Mom’s Night Out
   6. Calendar Raffle
   7. Yearbook
   8. Playground Committee Updates
6. Other Ideas??
7. Next PTA Meeting – Tuesday, December 12th

**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.
* October 2017 PTA Minutes were distributed for review. Typo corrected. Minutes were approved by Nikki Savramis & Melissa Vetter, all agreed, no one opposed.
* ***2017-2018 Budget & Treasure’s Update*** (Jannice)
* $813 net profit from bonfire.
* ***What’s Been Done Already?***
  + Popcorn – purchased bags for classes to assist teachers. Each class now has their own bag with grade & teacher name on it and can be easily re-used year over year.
  + Fall Bonfire, incorporated outdoor classroom. Good turn-out, lots of fun & thank you to all the volunteers.
  + Pub 99 Dining for a Cause – final proceeds from 11/6 not yet confirmed. It was a busy night!
  + Election Day Bake Sale – the voters were so appreciative. Great community event.
  + Spirit Wear – all orders are in - hats were really popular with 81 orders!!. Nikki is targeting to wrap up right around the Thanksgiving holiday. Looking like $4280 gross, not a fundraiser, but school spirit. We approved spending $30 for an appreciation gift from PTA for a surprise recipient.
* ***What’s Coming Up?***
  + **Caroling Night (12/20)–** Holiday Carols for Dondero. Wednesday, 12/20 from 6:00 – 7:00 pm. Will be a great community event. Families, siblings & students welcome. Will be purchasing battery operated candles that can be re-used over the years. Voted to purchase 200 candles, hot cocoa and some cups. Approved a budget of $500 for the event. Will be looking for help with pots of hot water to make the cocoa. Planning to kick off at the school, carol and return and enjoy a cup of cocoa with family & friends. Will be looking for a map of Elwyn Park as a guide for a walking plan and recommendations on houses where carolers should plan to stop.
  + **Square 1 Art** – deadline was extended to Friday, 11/17. Other ideas for future – Nicole suggested Artsonia where photos are taken throughout the year and you can order a variety of your child’s art work.
  + **Teacher Appreciation (12/13) –** half day, looking to plan a luncheon of soup, chili, cookies, drinks.
  + **Movie Night (Friday, 12/1)**: Melissa is looking for lots of help for concessions for this event. Melissa usually arrives around 4pm to have time for set-up without rushing. Will be including sign up volunteer spot for healthy options such as veggies, fruit. Always can use more jello and some gluten free options.
  + ***Mom’s Night Out*** (Melissa)– planning to see Bad Mom’s Christmas, 7pm on Monday, 11/20. Looking to meet up at the Pub 99 first and then watch the movie together.
  + ***Calendar Raffle-*** (Melissa) – planning for Feb. Looking to collect more gift cards and fun stuff to include as raffle options and in combo with gift cards. Need prizes for 10 days.
  + Yearbook (Nikki)– the cover has been ordered! There is an app now to upload photos or you can use the desktop version. Nikki will send home fliers with instructions for families.
  + ***Playground Updates –*** marketing material being reviewed (banner & display, buckets for collections). Someone is working on the press release side, trying to collect a database of people who know people with big companies. Open to businesses everywhere!
    - The Playground Committee will be marching in the Holiday Parade along with the giant piggy bank Minecraft pig. Kids will hand out bookmarks & Frisbees. Kids walking are encouraged to wear their Dondero Spirit Wear Winter Hat. The pig will be going on tour to raise awareness for the playground following the parade.
    - *Go Fund Me –* looking for how to withdraw $ from the account for incidentals (re site plan design).
    - Tracking – discussion around keeping track of donations to be able to formally thank people with a thank you note such as who gave the donation, receipts, etc.
    - Start-up $ - ~$7100 for design service for playground (it’s a % of total budget). Need a site plan as first step and need $1800 to get started for a deposit. Requested the playground committee bring their proposal to the next meeting so we could review & vote.
* ***Meeting Adjourned at 7:50 PM.***

Submitted by: Brooke Sokolnicki, Dondero PTA Secretary