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| **Date:** 02/16/2017 | **Time:** 6:30 pm | **Location**: Dondero Library |

**Purpose:** This is the 5th General PTA Meeting of the 2016-17 school year.

**Executive Board Attendees/Invitees**

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| **Name** | **Present** | **Contact** | **Capacity** |
| Shannon Harrison | Yes | shandobie@comcast.net | President, Meeting Host |
| Michele Aronne | Yes | micheleg229@comcast.net | Vice President |
| Melissa Vetter | Yes | mvetter79@gmail.com | Treasurer |
| Brooke Sokolnicki | Yes | brookesokolnicki@gmail.com | Secretary |
| Kate Callahan | Yes | kcallahan@portsmouth.k12.nh.us | Principal |

**Agenda**

1. Welcome, Introductions and Thank You
2. Approval of Jan. 2017 Meeting Minutes
3. Principal Report – Kate Callahan
4. Treasurer’s Update – Melissa
	1. Deposits & Expenses
	2. Proposal for purchase of credit card squares
	3. Updates & Reminders
5. Updates Since Last Meeting
	1. Calendar Raffle- Shannon
	2. Spirit Wear - Nikki
	3. Facebook Page – Shannon & Nikki
6. What’s Coming Up
	1. Yearbook – Nikki
	2. BoxTops – Renee
	3. Movie Night – Sarah
	4. Parent Speaker – Managing Anxiety at School and at Home: Strategies to Interrupt the Worry Cycle
	5. Dondero Travels the World (April 6th)
	6. Science Day (March 31st)
	7. Wizards (April 2nd)
	8. Spell-A-Thon
	9. Spelling Bee
	10. Dondero Idols (May 25th)
7. Other ideas/comments
8. Next PTA meeting – March 9th at 6:30 pm

**Discussion**

1. The meeting was called to order at 6:40pm by PTA President, Shannon Harrison
2. Quorum obtained; five out of five members of the Executive Board were present.
3. Jan 2017 PTA Minutes were distributed for review. Melissa Vetter & Nikki approved the minutes, all agreed, no one opposed.
4. **Principal Report:** Enjoying all the snow! Classroom events coming up include 3rd grade Colonial Trade Museum, 4th grade NH History. Held the 1st STEAM day in January and K has been meeting with their buddies. Across the 3 Portsmouth elementary schools, looking at “Elementary Heart Beat” and things the schools have in common. There is a teacher quality panel where teachers who go above & beyond are recognized. Renovations – not approved - $6 million over budget. Planning to re-assess & cut-back. Enrollment is already up for K next year.
5. ***Treasurer’s Report***:
* **Deposits** – Calendar Raffle, profit of $2,075, $135 Amazon Smile, $68 Schoola, Spirit Wear took in another $500!, $525 for Margaritas, $135 popcorn sales.
* **Expenses** – Drums Alive - $723.70, AIR Expenses for puppet lady, Curious Creatures (2nd), Inspiration Boards (5th)
* Proposed purchasing 2 credit card square machines @ $50 each, total of $100 – we already have some, but need the chip friendly versions. Voted – Shannon & Michele approved – all in favor - approved.
* Closed the TD Account & transferred to Newburyport Savings. Moved $20K into CD.
* \*\*\* Reminder – need a new treasurer next year! \*\*\*
1. ***Update on Activities***
	* **Calendar Raffle** – kicked off 2/13 and going well so far!
	* **Spirit Wear** – all good!
	* **Facebook Page** – more activity on it now thanks to Nikki, Brenna & Shannon. Thanks ladies!
2. ***What’s Coming Up?***
	* **Yearbook** (Nikki) -> planning to meet with school photo companies next week. Good feedback shared about having the individual photos taken outdoors.
	* **BoxTops** – Renee reminded everyone to send in their BoxTops before the February Break so they can be mailed in by the deadline. Sara Sparks has agreed to take on BoxTops for next school year.
	* **Movie Night** – Trolls planned for 2/17. Sarah has been getting lots of volunteers to help with baking and bringing in food and was very thankful. Pasta will be the main dish and she has been cooking up a storm!
	* **Parent Speaker** – provided by a grant from the Portsmouth Hospital. Asked each school to contribute $300. We didn’t include this in our budget and will want to consider budgeting for this type of activity next year.
	* **Dondero Travels the World** (April 6th from 6:30 – 8:00pm in the Dondeo café)– Brenna is a Girl Scout Leader and suggested this event for families to showcase something from their country. Intent is to celebrate diversity. It will be held in the evening for families to attend together.
	* **Science Day** (Friday, 3/31) – we have 11 presenters for K-2 and 3-5. 2 presentations will be offered in the morning followed by a larger session for students in the afternoon targeted to K-2 and 3-5. Michele ran through all the events that are planned. There are 5 committee members. Kids will all get a lanyard with their name and the individual event they will attend. Michele will be meeting with Kate soon on classroom placement plans for the presenters. Shannon & Nikki will send a Volunteer Spot for help with breakfast and other activities for the day of the event. Kids will be able to purchase a hot dog from the café or bring their own lunch. Kate will contact the newspaper.
	* **Wizards** – Sunday, April 2nd. Match up of the Harlem Wizards vs Strawberry Bankshots. Good representation for our local team. Ticket purchase sheet will be sent home 2/17, marketed in the Wednesday Weekly and a Volunteer Spot will also come up for help at the event.
	* Spell-A-Thon (Lanee) -> thinking of moving to April. More to come.
	* Spelling Bee – planning for May.
	* Bowl-A-Rama – Sunday, May 7th.
	* Dondero Idols (May 25th) -> Sarah H & a few others are working on ticket sales, Shannon is working on raffles & Jill V is working on food. It’s the biggest fundraiser of the year and supports e-School. 50/50, Kids artwork sales and $5 lollipop great ideas.
	* Field Day (May 26)
3. **Other Ideas:**
	* Next Year – consider collecting Christmas trees for bonfires.
	* Fisher Cats – Anne has a contact and will look into more info for a future event.
4. ***Meeting Adjourned at 7:50 PM.***

 – Next PTA Meeting scheduled for Thursday, March 9th @ 6:30 pm

Submitted by: Brooke Sokolnicki, Dondero PTA Secretary