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| **Date:** 11/10/2016 | **Time:** 6:30 pm | **Location**: Dondero Library |

**Purpose:** This is the 3rd 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 Oct 2016 Meeting Minutes
3. Drums Alive Presentation - Abby
4. Principal Report – Kate Callahan
5. Treasurer’s Update – Melissa
   1. Deposits & Expenses
   2. Reminders
   3. Capital fund
6. Updates
   1. Spirit Wear - Nikki
   2. Bake Sale - Michele
   3. Square 1 Art - Shannon
   4. Popcorn Machine - Sarah
7. What’s Coming Up
   1. Pub 99 – Brooke
   2. Movie Night – Sarah
   3. Harlem Wizards - Shannon
   4. Brainstorming – Winter Carnival, Red Sox Game, Spring Fling, others.
8. Next PTA meeting – December 8th at 6:30 pm (later cancelled and deferred to January)

**Discussion**

1. The meeting was called to order at 6:35pm by PTA President, Shannon Harrison
2. Quorum obtained; five out of five members of the Executive Board were present.
3. Oct 2016 PTA Minutes were distributed for review. Nikki Savramis & Lindy Ward approved the minutes, all agreed, no one opposed.
4. Drums Alive, Abby, our wonderful music teacher gave a presentation highlighting the significance of the Drums Alive program, music combined with physical education. The objective is to set students up for success, improving physical health & neurological benefits. The program incorporates yoga balls, a drum & drum sticks. Looking to tie music & physical education together for 2 weeks in March (March is Music Month) and she’s looking for $ to fund the purchase of required equipment. Opportunity to also use the equipment in June. We voted & approved one-time up-front cost up to $900.
5. ***Principal’s Report*** – On Monday this week, it was the 50th day of school already. Parent teacher conferences were a huge success. Looking to incorporate STEM once per month & tie STEAM into Science Day. When the Pease Greeters were here for the Veteran’s Day celebration, it was very emotional – the kids made them cards and sang. Looking to plan a spring event where students could be bussed to Pease to help the greeters, also tying into Dondero Gives Back. 2nd reading assessment complete. Math focusing on fractions & how to teach differently. Everyday math curriculum focus in younger grades and looking for ways to incorporate telling time. Moving forward with Dondero renovations – adding onto K wing, add onto gym/art, lots of change and including a traffic study for the circle and parking lot.
6. ***Treasurer’s Report***: Melissa reminded everyone if running an event, check on the budget first before spending any funds. Important-> this is Melissa’s last year as Treasurer due to 2 year limit rule. We need to begin recruiting & training Melissa’s replacement.

* **Deposits** – fairy house ($4K+), popcorn, spirit wear ($~2,400), advertisements from student directory, bake sale ($1233)
* **Expenses** – food from Bonfire event (able to transfer to movie night), spirit wear, K-yoga, NH annual fee
* Briefly continued the discussion for the playground fund from prior meetings, potential for Summer of 2019. The plan will be to research options & make a capital fund, target voting in January’s meeting.
* Reminder: Newburyport Savings will deposit $100 into our PTA account for all new checking accounts. $50 when account is opened and $50 later. Melissa will prepare a flier and distribute as reminder.

1. ***Update on Activities***
   * ***Spirit Wear –*** Nikki said socks are still available at $12 each. Expenses were close to $2300, had a profit of $200 – not considered a fundraiser, but lots of excitement from kids & families.
   * ***Election Day Bake Sale (11/8) –*** Michele thanked all the bakers and volunteers! Huge success spanning 12 hours. Great outdoor table placement as voters left the building with beautifully decorated treats priced right to sell. Leftovers were donated to Crossroads, saved some for movie night & teacher’s room donations.
   * ***Square 1 Art – (***Shannon) – so far, we received $2K online sales and $1,200 paper sales - 30% profit, 16% profit after the deadline. Preparing to finalize & get orders sent home with kids for the holidays.
   * ***Popcorn Machine –*** Sarah walked us through various scenarios that led to approval of $560 to spend on a new popcorn machine. Reminder we always need more kernels and popcorn bags.
2. ***Upcoming & Ongoing Activities:***
   * **Dining for a Cause Pub 99** – 11/14 (Brooke) Flyers went home with the kids and voucher will need to be presented to receive % back for Dondero – available on dine in and carry out. 4 wonderful gift baskets will be available for raffle. Really appreciate all the donations received so far!
   * **Movie Night** – 11/18. (Sarah) Kids will vote between Finding Dory and Beauty & the Beast (Secret Life of Pets is delayed). Ideas for raffle prizes and donations are always appreciated.
   * **Harlem Wizards** – (Shannon) it was such a hit last year, we’re going to do it again at the High School, planning for April on a Sunday afternoon. We originally weren’t going to offer it again so quickly, but the high school called them and Wizards gave our Portsmouth Elementary Committee 1st right of refusal so we agreed & accepted.
   * **Red Sox Game** – Melissa will bring more details to our next meeting + proposed options for dates.
   * **Spring Fling** – will want to brainstorm in future meetings. Will also need help to pull it off.
   * **Popcorn Fridays** – more help is always needed (popping and cleaning the machine.) 9:15 – 10:00 is the busiest on Fridays. Sign up is available on PTA web site. We can’t wait for the new popcorn machine!
   * **Other thoughts** – Shannon is looking on ideas to use lots of ornaments she has in her possession and was also thinking about Christmas Carols / a holiday sing-a-long. Also considering a Winter Carnival, completely weather dependent- would want to provide 5-days-notice, target a Saturday or Sunday.
3. ***Meeting Adjourned at 7:45 PM.***

– Next PTA Meeting scheduled for Thursday, December 8th @ 6:30 pm (later cancelled & deferred to January)

Submitted by: Brooke Sokolnicki, Dondero PTA Secretary