

**MONMOUTH ELEMENTARY SCHOOL PTA
EXECUTIVE BOARD MEETING**

DATE: September 12, 2017
PLACE: MES Room #3
TIME: 4:00 p.m.

MEETING CALL TO ORDER BY: Melissa Link-Cole, Vice-President

MEETING ATENDEES: Andria Twenge, Melissa Linkcole, Mark Medel, Kait Hodgin, Maria Jones, Breeann Fleisch, Kristine Nightengale, Chris Martin, Dawn Wright, Rebecca Ball

ADMINISTRATIVE ITEMS:

- 1) Welcome
- 2) Introductions
 - a) Hand out board member list, accomplishments, schedule of events, meeting dates
- 3) Hand out **District volunteer forms and remind needs to be done now!**
- 4) Reminder about Shoparoo and Amazon Smile
 - a) Discussion was had about how to use both apps. Kim requested that information on how to sign up for both apps be emailed to her.
- 5) Reminder to pay dues-\$9.50
- 6) Membership letter/packet will be sent out this week to children.
- 7) Reminder that for an item to be discussed/voted on at general meeting, it needs to come to executive meeting first for research of facts, and discussion
- 8) Ashley has input all officers on-line to State PTA website (requirement)
- 9) Hand out standing rules. These will be voted on at the general meeting next week if there are any changes that need to be made.
 - a) Reviewed and there are clarifications needed for the section *Standing Committees: Event and Recycle*

READ/APPROVE MINUTES: Have minutes from last general meeting. Previous Minutes Approved. Motioned by Breeann and Seconded by Mark.

TREASURER'S REPORT: To be completed at General Meeting on September 19th, 2017.

PRINCIPAL'S REPORT

- Had a great first assembly on Friday.
- PBiS walkabouts were done for recess expectations.
- PBiS are looking at adding to the Intermediate Playground. Top of their list is a Gaga Ball. Mr. Pulfrey researching pricing on whole kits.
- First week bussing issues resolved.
- Dolphin Gear available. It is a fundraiser for student incentives.

OLD BUSINESS:

- 1) Reader Board has begun working again.

NEW BUSINESS:

- 1) Next week Tuesday 9/19 we will need to present to teachers changes in what we are covering and what the school has taken over and how to submit for funding (will be the same just changed to have Kim sign off).
 - a) For future, suggested that we change it to the week before school so teachers have information as they are setting up classrooms for the start of school.
- 2) Also at the next teachers meeting we will let the teachers know there will be signups for Fall festival, Math Night, and Stem Night in the Office for them to sign up to hold a booth at one of them.
 - a) Melissa to email over to Kim.
- 3) Donation letters
 - a) Ashley will send to Costco, Bi-Mart, and WinCo.
- 4) Yearbook
 - a) We have two cameras for the school. We would like to have cameras spend a week at a time in a class room then picked up on Friday (or last day that week) at noon and uploaded over the

weekend then into the next teachers box on Monday. This way we will get more pictures in the class.

- b) Pictures for yearbook.... Adriana is going to make google app folders for each page so it is easier for teachers to upload pictures. Also that way we can see which page is in need of more pictures. We also are still using the replay it app so please upload your photos.
- c) Deadlines for the yearbook are:
 - March 16th Photos are Due
 - Week of March 19th Teachers/ Staff will look over pages and sign off on them.
 - Yearbook is due April 6th
 - Yearbooks will be shipped May 19th
- 5) Bulletin board in breezeway... Thank you Shannon for getting that done before Welcome back!
- 6) Welcome back any notes on it and how it went?
 - a) Thank you to Kait for the Free Books. They were well received.
- 7) We have signups for comities.
- 8) Next month is Jogathon on October 20th
- 9) Any other items to discuss?
 - a) Request from Mark: To create an email tree for the minutes and other information that is posted to the Facebook page as an alternative way to receive the information.
 - b) Question by Chris: What is the difference between Remind App and Class Dojo? Discussed with the group how Remind app is more centered on announcements and other class pertinent information and that class dojo is geared more towards helping in the tracking of behavior etc. That each teacher can decide which they prefer to use. They may use either one or even both. We discussed whether or not the Remind app would allow for document upload, which is can.
 - c) Question from Chris regarding the official route for picking up children after school. Kim discussed that there was no set path in place. That they had experimented with one last year but it did not yield good results. That she has spoken with the district Superintendent regarding the issue but that at current there is no good solution. Our school is on a smaller piece of property surrounded by houses which limits expansion of additional pathways.
 - d) Music Teacher Wright requesting clarification on Music Budget and who to approach with it. Will it be through PTA or Jog-A-Thon proceeds?

ANNOUNCEMENTS: General Board meeting 7:00 p.m.9/19/17 (Library)
 Executive Board meeting 4:00 p.m. 10/3/17 (MES room #3)

ADJOURNMENT BY: Melissa Linkcole