

PTC EXECUTIVE MEETING AGENDA

January 7, 2025 @ 4:00PM

Attendees

- Dr. Renee Mallot, Principal
- Erin Shoemake, Teacher Rep
- Nancy Erwin, Teacher Rep
- Shannon Alexander, President
- Mike Roe, Treasurer
- Ashley Huber, VP Communications
- Renata Bell, VP Fundraising
- Andi McKinney, Secretary

Agenda Items

I. New Business

- a. Remaining Prop 28 funds (Renee)
- b. Other open items to discuss

II. Treasurer Report Out (Mike)

ACCOUNT	12/3/2024	1/07/2025
Checking	\$113,079.02	\$104,691.18
Savings	\$30,003.33	\$30,003.85
TOTAL	\$143,082.35	\$134,695.03

- a. Results of Gala
- b. Results of Santa Breakfast
- c. Upcoming Costs / Expenses
- d. Budget Update
- e. Printer Update
- f. High Yield Savings Account

III. President Report Out (Shannon)

- a. 2024 - 2025 School Year Events
- b. Past Event Feedback
 - i. Santa Breakfast
 - ii. Santa Run
- c. Planning Details for 2024 - 2025 School Year Events
 - i. Bingo / Glow Dance
 - ii. Golf Tournament
- d. Beautification Project
- f. Spirit Wear Sales
- h. Parent Survey

IV. VP Fundraising Report Out (Renata)

- a. Fundraising Plans
 - i. Box Tops - \$248.30 out of our \$500 goal
 - ii. Read-a-Thon
 - iii. Golf Tournament
- b. Sponsors on campus - banners coming. Thoughts on tiering of sponsors for the year, donations vs sponsors etc.

V. VP Communications Report Out (Ashley)

- a. Discuss Forms of Communication - Dojo, Website, Social Media, Emails, etc.
- b. Social Media / Friday Folders

VI. Secretary Report Out (Andi)

- a. Website Updates
- a. Open Board Elections coming up in March
- b. Executive Board Meetings (monthly @4pm) & General Meetings (bi-monthly @ 5pm)

Executive and General Meetings Schedule - 1st Tuesday of the month	
2/4	Agenda: TBD (Executive Meeting only)
3/4	Agenda: VOTE Treasurer, VP Communications and Secretary (General and Executive Meeting)
4/1	Agenda: TBD (Executive Meeting only)
5/6	Agenda: End of year review (General and Executive Meeting)

VII. Teacher Representative Report Out (Erin Shoemake/ Nancy Erwin)

- a. Grade level activities, curriculum
- b. Teacher/Staff communication & support
- c. Treat Trolley for Teachers/Staff Monthly Appreciation

VIII. Principal Report Out (Renee Mallot)

- a. I Love Reading Week / Read-a-thon
- b. Student Council updates