

Madison's Trust Elementary School (MTES)
PTA Executive Board Meeting
July 22nd , 2016

Meeting Attendees

- Sam N., Ashley T., Michelle L., Chintan, Siddhi S. (arrived at 1:15) , David S., Laura G. (left at 1:30), Beth C., Angela , Kim P., Ravi B (left at 2:30) .

1. Calling the meeting to order

- President Sam N. called the meeting to order at 1:04 PM

2. President's Update

- Executive Committee will formulate standing rules in the next couple of weeks.
- Check on VA Sales & Us of Tax. Follow up with a status update at the next meeting (8/12/16).
- Thank you for the Popsicles Event.

3. Principal / Vice Principal Update

- The building is beautiful and hoping to move in soon. Awaiting occupancy permit.
- Staffing- 2 more people needed, 2 hours a day as cafeteria assistants.
- The staff retreat was a huge success. Only 4 team members were not able to make it.
 - Get out Pet Peeves before they start
 - 8 possible mission statements
 - Starting and ending on time
 - Being positive and keeping things in the group.
 - Mr. Stewart did and exercise with the PTA board on the mission and vision statement.

4. VP of Events

- A **motion** was made to purchase the Formsite application- it was second and the board approved. Motion Passed.
- Discussion around a Title 1 partnership was held. No Formal motion or decision was made.
- Recommendations were:
 - Mr. Stewart offered Guilford Elementary as a Sister School
 - Mr. Stewart mentioned a Winter Accessories drive: Mittens, gloves, hats, scarves.
 - Refer to the school as a "SISTER SCHOOL"
- Programs- Reflections, power plates and citizenship – tabled till Mr. Stewart has a chance to review the emails.
- Education Night- 9/29/2016- Requested permission from Mr. Stewart to advertise the event.
 - Mr. Stewart Approved.
- Movie Night- A **motion** was presented to change the event to a drama from Rock Ridge (confirmation to be received on 7/25) and market it as "Broadway under the stars".
 - Motion was second and passed.

5. VP of Fundraising

- Shoparoo- over 600 schools on the waiting list. Michelle provide a brief description on what Shoparoo is.
- Discussed Tumblers & water bottles for back to school night.
 - We can set the price and sell at back to school night.
 - The Price discussion was tabled- awaiting sample and will be reviewed after sample is received.

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- Michelle made a motion to reorder spirit wear; especially the tie dye shirts. Motion was second.

- Motion was passed.

- Boosterthon vs. Apex- Michelle won the Boosterthon Raffle at VAPTA convention.

- Michelle to setup meeting with Boosterthon and Mr. Stewart to review the fundraiser.

6. Secretary

- Website Demo was held prior to Treasurer's agenda. Website chair had to leave and wanted to ensure site was presented 1st.

7. Treasurer

- **Motion** – To approve the 2015-2016 budget. It was second and Motion was Passed.
- **Motion**- To approve 2016-2017 budget. This was tabled and will be brought up for a vote again at the next meeting on 8/12. In the interim conversations will occur to make any changes / updates to the budget.
- Presented Treasurer report for Jun 2016.
- Treasurer Reminder
 - "All expenses incurred from April 2016 through July 2016 need to be reimbursed by August 15, 2016. Any expenses from August 1, 2016 onwards will need to be reimbursed within 30 days. "

8. Secretary

- Membership chair presented the results from the Popsicles with the principal event:
 - 48 new memberships: 38 families, 2 individuals (of which 3 are staff members)
- Membership chair requested Real Estate in the Newsletter from Mr. Stewart, he agreed.

9. PTA Volunteer Coordinator

- Will provide website team descriptions for open chairs .
- Discussed sign up genius with Mr. Stewart. School signup genius vs. PTA signup genius.

10. Upcoming Meetings

8/12- Face to Face at 1 PM

11. Meeting Adjourned.

- The meeting was adjourned the meeting at 3:13 PM.