

Madison's Trust Elementary School (MTES)  
PTA Executive Board Meeting  
September 1<sup>st</sup>, 2016

Meeting Attendees

- Sam N., Ashley T., Michelle L., Siddhi S., David S., Laura G., Kim P., Angela, Beth C.

1. Calling the meeting to order

- President Sam N. called the meeting to order at 1:06 PM

2. President's Update

- Approval of the Meeting Minutes- Approved Meeting Minutes from 8/12.
- Back to School and Open Houses were a great success; kudos to all.
- Standing Rules update- Should have standing rules by the next board meeting.
- Sam & Ashley working on reconciliation of deposits and learning money minder.
- Recommended that all staff receive a MTES magnet from the PTA. Michelle will check with Joy on cost. Tabled till we have more details.
- PTA website is making good progress. It's actively being worked and the online membership form is in testing.
- Sam & Ashley working on the Education Night planning
- Treasurer's position is still open. Mr. Stewart will send it in weekly communications to parents and applications will be directed to Angela (Nominating committee).

3. Treasurer's Update

- Sam & Ashley are working on reconciling the deposits and using money minders.

4. Principal's Update

- Dismal went well for the first few days of school.
- School is in need of 2 microwaves.
- School is in need of umbrellas for rainy arrivals and dismals.

5. VP of Events

- Broadway Under the Stars- Food trucks are not available. Looking into pre-ordered pizza option.
- Beth Cook to assist with Form Site.
- Need Power cords for the event. (long extension cords)
- Motion-** To go to Costco to buy soda and drinks for Broadway under the stars. Motion was 2<sup>nd</sup> and approved.

6. VP Of Fundraising

- Store Cards information will be in the next Thursday folders.
- Lace up for Learning- we need a volunteer for the Mascot Costume.
- Stone Springs Hospital has reached out to Michelle for a help in other manners besides a donation. Michelle will follow up and provide an update to the board.
- Requested Thank you spreadsheet be turned into a google doc. – Siddhi will complete.

7. Secretary

- Requested front page stories for the website be updated w/ Bike Raffle and Article about opening day. Siddhi will provide content for review.
- Watch DOGS- per Mr. Stewart to hold kick off between 10/11-11/7. Start program after 11/8/2016.

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8. Membership
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- Count from Back to School is: 435 members , 43 teachers. 319 kids.
- Requested class list of names from Mr. Stewart. He will provide.
- Working on campaign (each class at 100% or top class receives a prize).
- Lessons learned from Back to School
  - Need volunteers to explain all the signage, and sign up sheets.
  - Spread out the Sign up sheets throughout the area and not be concentrated at the membership table.
  - Separate cash boxes for items.

9. Volunteer Chair
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- Staff appreciation expenses will be applied against the staff appreciation budget.
- Room Parent update- awaiting a list from staff next week.
- Wish list for staff should be added online to the PTA website. Will forward information to Siddhi & Ravi.
- Will provide a list of Staff Birthdays to Siddhi once received from office staff.
- PTA will receive \$460 from Top Kick Parents Night Out.
- PTA will receive \$77.40 from Ashburn Ice House.

10. New Business
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- Was not discussed.

11. Meeting Adjourned.
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- The meeting was adjourned the meeting at 2:14 PM.