Riverhills Elementary PTA

May 12, 2014

Board Meeting

MINUTES

PTA President, Jamie Malloy called meeting to order at 2:00pm and quorum was established. Mrs. Favata, Ms. Robinson, Laura Kane, Heather Bruton, Angela Steusse and Brenda Strickland were present.

**Minutes**: Jamie motioned to approve last meetings minutes. Favata seconded. Last meeting’s minutes were approved.

**Newsletter:** Include clothes closet in newsletter, do not send separate form home.

**Financial Report**: Updated report.

**Membership/New Member Packet:** Ready for Ice Cream Social on May 29th. Send home on first day of school. Have membership applications in envelopes for teachers so Todd can give them out in their welcome back paperwork. Leave uniform order forms in front office for parents over the summer.

**Uniforms**: Laura is waiting to hear back from vendor on our current polo shirt order. Hope to have them by May 29th.

**5th Grade Banquet**: On June 5th, help Laura setup on June 4th.

**Planning:** Scheduling with admin in June or late July. Planning meeting with PTA chairs on June 17 at 10am at Laura’s house. Send out agenda for chairs to add to.

**Silent Auction**: Add grade level to teacher descriptions. Mr. Allen has pictures of all staff, ask him to send us those so we can make a flyer for each “assistant for the day”. Angela has volunteered to get on the microphone during the event and remind people to check out the silent auction. At 7:30 Diana will tell everyone to settle up after the parade. We will highlight winners at 7:30 and they will not change. Heather will add info to the bulletin board about the auction. She will also create a sign for students to hold at drop off and pickup.

**Magnet School Signs:** Lots of them are up and look great. More to come (“street signs”, etc.)

**Summer Events**:

* June 16th – Read with the principal
* July 16th – Camp transition – 1 half day camp for new students to learn about IB stuff.
* August 11th – Welcome back breakfast for the teachers
* August 18th – Meet and Greet for 2014-2015
* August 19th – First day of new school year

Meeting adjourned at 3:00pm.

**Tasks**

Jamie:

Get Todd envelopes with teacher membership applications to hand out for teacher welcome back.

Leave uniform order forms in front office for parents over the summer.

Create agenda for planning meeting and send to all chairs to add items.