

Attendees: Amy Falkowski, Melissa Fenwick, Mary Fratini, Alli Frazier, Nathan Harada, Kelly Higgins, Heather Metz, Dana Nasiakos, Maggie O'Brien, Seth Reinick, Shauna Smith, Megan Virtanen

McKenzie PTA Executive Board Meeting Minutes

February 11, 2020

- I. Welcome – Amy Falkowski – 5 minutes
- Call to Order/Purpose of Meeting/Agenda Review
 - Approval of January 2019 Exec Board Meeting Minutes
 - Completed signing of Conflict of Interest and Whistle Blower Policy

II. Program Reports and Follow Up/Next Steps – All

President – Amy Falkowski – 5 minutes

- Vacant Chairs: Bike Safety, Ignite Coordinators, co-chair for Parent Party
- Vote approved to combine Fall Frenzy and Ice Cream Social
- Field Day – PE teachers will structure it administratively and parents volunteer for day of events
- School Pictures – Administrative staff handle scheduling teachers and classroom time. Secretary Elect to handle day-of volunteers.
- Family donation response - \$3000 donation from The Newman Family Foundation (Alicia Brown). Heather Metz to reach out to confirm okay for public thank you.
- Highcrest 5th grade transition – seeking volunteers for April 14th at 10:30a for panel.

Treasurer –Megan Virtanen/Christ Harrison – 10 minutes

- Monthly Financial Report- attached
- Budget Planning 2020/21 – Spring planning to occur. Teachers need to have expenses turned in by April 30, 2020.
- Committee to meet to draft a budget that will be submitted to the Executive Board for approval. Committee will be reaching out to each Committee Chair to see if all needs met for this year, and for budgetary planning for next year. Receipts need to be submitted asap.

Secretary –Allison Frazier – 5 minutes

- Vote approved to move Monthly PTA meetings to Fridays beginning fall 2020.
- Nominating Committee Update and Timeline – Still seeking Fundraising Elect for 2020/2021. Other positions filled with many also filled for 2021/2022 board.
- Request from Mary Fratini to form Raffle Committee and Parent Party Committee. Mary will continue on for Parent Parties for 2020.
- Mary Fratini willing to stay on Exec Board for another year if committees are formed.
- Request to add flyers to kids' folders advertising for Parent Party

President-Elect – Maggie O'Brien – 5 minutes

- Chair Recruitment going well – positions posted to Google Doc.

iGNITE! –Nathan Harada – 5 minutes

- iGNITE Update – please refer to monitor for recent events.

Fundraising – Megan Van Buiten/Mary Fratini – 5 minutes

- See above – additional committees to be formed for 2020/2021 year.

Room Parents - Melissa Fenwick– 5 minutes

- Amazon link to restock teacher's lounge sold out immediately.
- Suggestion to add signup for AtoZ at First Day Coffee

Principal's Report – Dana Nasiakos – 5 minutes

- Registration begins February 18th – please help spread the news!

III. Conclusion/Next Steps:
Exec Board Meeting March 12, 2019 following Gen Board Meeting, Conference Room