

McKenzie PTA
EXECUTIVE BOARD MEETING MINUTES
October 8, 2019, 9:45 am – Conference Room

Attendees – Amy Falkowski, Melissa Fenwick, Mary Fratini, Alli Frazier, Nathan Harada, Kelly Higgins, Denise Lam, CJ Leahy, Heather Metz, Dana Nasiakos, Seth Reinick, Shauna Smith, Megan Van Buiten, Megan Virtanen

Welcome – Amy Falkowski, 5 minutes

- Call to Order/Purpose of Meeting/Agenda Review/Updates
- Approval of Exec Meeting Minutes: May 2019
- Approval of Exec Meeting Minutes: September 2019
- Vote on PTA President Elect Nominee: Maggie O'Brien – Approved
- Bulletin Board: check with Oshana before making any banner- he needs a specific size.
- PTA/PTO Pres Council Updates: DI conversation
- No School Wednesday- Yom Kippur- this is also National Bike/Walk day- we will promote bike/walk for the next day.
- Fashion Show D39

Treasurer – Megan Virtanen/Christ Harrison – 15 minutes

- September Financial Report - attached
- iGNITE update: financial/reporting – 90% to goal
- Directory/Membership update

iGNITE –Nathan Harada/Kelly Higgins – 10 minutes

- iGNITE topics updates – K-4th events beginning and scheduled.
- Enrichment coordinator filled for 1st grade, still searching for 4th grade.
- Will run AtoZ report for targeted message for next fundraising push.
- Shed to be purchased shortly for gardens.

Communications –Shauna Smith/CJ Leahy – 10 min

- Committee Chair List needs to be updated on website.
- Communications updates going out in timely manner.
- Regular posts on Facebooks as reminders.

Fundraising –Megan Van Buiten/Mary Fratini – 15 minutes

- iGNITE, Parent Party, Sign up parties, Read-A-Thon, Fall Frenzy
- Big drivers for fundraising are Parent Party and Sign Up Parties.
- Discussion of faculty parties: suggestions based off 2017 options - be a weather person for principal, board game bonanza, breakfast and fun with teachers, clay arts with the art teacher. Dana to check with faculty to confirm.
- Read-A-Thon – Targeted for November 17-30, 2019 – possibility to move to later date.
- Fall Frenzy this Friday, October 11, 2019.

Room Parents –Melissa Fenwick/Brandy Todd – 10 minutes

- Teacher/Staff gift final push – due Nov 18th
- Lounge was stocked for Teachers.
- Fall Conference Dinner – dinner first night, suggestion to provide snacks for day two.
- Staff appreciation committee and planning meeting – to be scheduled

Community Building –Heather Metz/ Seth Reinick – 5 minutes

- Book Fair – October 22-25th - Discussion of doing Food Truck on night of Oct 23rd during book fair.
- Sharing Committee - share the warmth, share the feast, share the joy to occur November.
- School Play – Nov 21st at 5:15p and 7:30p.

Webmaster – Denise Lam - 5 minutes

- Updates for Website – send corrections as they are seen.
- Google Drive for McKenzie documents – link sent – place to save all info.
- Denise can send document showing how to post directly to website.

Secretary – Alli Frazier

- Nominating Committee to be formed pre-Winter Break.

Principal – Dana Nasiakos – 10 minutes

- Request to update calendar with specific timeframes for dates of events.

Conclusion/Next Steps

- General Board Meeting, November 12, 2019 9:45 am Cafeteria.
- Exec Board Meeting, November 12, 2019 8:45- 9:45 am Conference Room near the Learning Commons.