**ROYAL OAKS PTA Meeting Minutes**

**October 23, 2018**

Meeting called to order at 6:03 pm by Adina Schefsky

Attendees: Adina Schefsky, Miquette Bethke, Chelsie Kolnik, Colleen Lanese, Pam Shanley, Moira Brown, Susan Risius, Holly Johnson, Shannon Bensend, Rebecca Pryor, Desi Moir, Lindsey Lobner

Welcome and Introductions

Approve last meeting’s minutes: Motioned to approve by Rebecca Pryor; 2nd by Holly Johnson.

Principal Update:

* The school had a Beads on One String assembly, there was a 3rd through 5th grade assembly and a Pre-K through 2nd. Mrs. Potvin worked hard on the song Beads on One String with all classes K-5 so the kids could sing it at the assembly. The author had a great personality and all kids seemed to listen very intently about the topic of being picked on.
* Tomorrow is National Kindness Day students should wear orange to show their support.
* Picture retake day is Friday.
* Tomorrow an additional message will go out via email on Standards Based Instruction and Reporting. There will be a letter inserted explaining what Standards Based Instruction and Reporting is. Currently it is used for K-3 and we are moving to K-5 all using the Standards Based Instruction and Reporting style of grading. There will also be a link to the district website for more literature and videos. There is a video aimed at parents of 3-5 grade students since they will be brand new to SBI. There is also a video for grades K to 2. Click on your child's grade level to see an example of a progress report. Each grade level has literature specific to that grade. Parents can research Standards Based Instruction and Reporting so they can come prepared for conferences and the time with their student’s teacher can be focused on the student and not the process.

Teacher Update:

The teachers are very grateful and thankful for the opportunity for staff requests and staff funds to help reimburse them for classroom expenses.

Board Positions:

Chelsie Kolnik is in the current Secretary position and would like to move to Vice President.

Colleen Lanese has volunteered for Secretary. Holly has motioned to approve Colleen Lanese as Secretary and Rebecca 2nd the motion. A vote was held with all members voting for the motion to pass. Colleen Lanese is the new Secretary and Chelsie Kolnik is now the Vice President.

Treasurer Report:

Not a whole lot of new things to report. Scholastic dollars will be growing with the book fairs. This fall we will do another push for pledge pleas. We are slightly ahead of last year on pledge pleas. Here are some numbers from last year: 132 individual pledges last year and 57 family pledges which includes 246 students. That is 40% of our school. Currently 183 of our students have participated which is about 30% of our school. It would be nice to get about 50% of our school involved. Staff requests are due later this week. The Board will review them and notify staff by November 19th.

Approve Standing Rules:

National PTA provides Bylaws that all PTAs can use but we need to do Standing Rules for our specific PTA. Standing Rules state some details about our PTA like dues, quorum, meetings, order of business, officers, and officer responsibilities, election of officers, special committees, nominating committees, convention delegates and financial procedures. Chelsie motioned to approve the standing rules and Rebecca 2nd it.

Committee Updates:

* 1. Volunteer Coordinator - Still looking for a volunteer coordinator. Adina is filling in until we can find someone. The position includes sending out emails and setting up sign up forms.
  2. Fall Party - It is moving along. There is no bounce house this year. Prizes are ordered. Food lists are ready to be purchased. DJ is booked. The flyer is ready for printing. Pizza will be ordered from Dominos. The volunteer sign up is published and went out in today’s email. It has been forwarded to Key Club and National Honor Society. Fall Party is November 2nd from 6 pm to 8 pm.
  3. Book Fair - Thank you to Lindsey for volunteering to chair for Book Fair. Once the conferences link goes out on October 31 we can send out volunteer sign up for Tuesday and Thursday nights and read and feeds Wednesday and Friday. New this year Book Fairs will be in the media center.
  4. Conference Dinners - Moira Brown has volunteered to chair the conference dinners for the teachers. We will ask for requests for donations of money and desserts. We will check with teachers for allergies or dietary restrictions.
  5. Community Nights - Been going well. The first Culver's night was a big success. It was busy the whole time. November Culvers date was originally scheduled for the Tuesday, 6th but school is closed for Voting Day and has been rescheduled to the Wednesday, 14th. Chuck E Cheese is this Friday. Wendy’s nights are really slow but still a steady income.
  6. Box Tops - Friday is the first cutting and counting day. We aren’t setting it as a specific date this year so we will pick days when the need arises. An email went out to the Volunteer group. Box tops, Coke Rewards, Kwik Trip Milk Moolah and new this year is Kowalski's. Coke rewards can get entered in online and then you go in and donate to the school account if people want to do it themselves, otherwise we are more than happy to do it for them.
  7. Spirit Wear - The big order came in and everything has been delivered to the classrooms. The first I love Royal Oaks day didn’t seem as popular as before but hopefully will pick up. The inventory we have on stock is updated on the website.

New Business:

Dunn Orthodontics - Kids get $1 per pound of candy. There is a contest for the school with the most kids participating will get $1,000 but the school doesn’t want to promote a single business.

Holly motioned to adjourn the meeting at 6:58 pm and Rebecca second it.