

McKenzie PTA
Executive Board Meeting Agenda and Minutes
December 11,2018 8:45am-10:45am, 132 Lawndale Ave
(MaryAnne O'Keefe's house)

Welcome- MaryAnne O'Keefe

Call to Order/Purpose of Meeting/Agenda Review/Updates

Approval of November 2018 Exec Board Meeting Minutes- to be done electronically via Exec Board following meeting

Programs/Events Reports and Follow Up/Next Steps- All

President- MaryAnne O'Keefe- 10 minutes

- Beyond Pencils & Gluesticks- communication with Mrs. Alfaro and Second Grade team- revisions needed for their math app
 - Discussion between board members and the Second grade team to consider using another app since the one originally proposed is soon to be discontinued
- Mindfulness Program update
 - The PTA has funded \$700 towards the program for McKenzie families to participate. Families interested must attend all four sessions. Sign up genius going live soon for sign up
- End of year celebration for Dr. Lechner- McKenzie's participation
 - TBD as to McKenzie's role. MaryAnne will send an email to board members first, then to the McKenzie parents, if unfulfilled, to request a McKenzie representative for this committee

Treasurer- Julieta LaMalfa/Vivian Underwood- 5 minutes

- Monthly Financial Report/iGNITE- see attachments

iGNITE- Laura Werling/Nathan Harada- 10 minutes

- iGNITE update/CRC/Fine Arts
 - iGNITE programs continuing throughout the grades

Communications- Courtney Radde/Shauga Smith- 10 minutes

- Discussion as to improved, streamlined communications; how to do so and achieve
- Junior Great Books
 - participation across the grades
- Yearbook
 - Sales continuing

Fundraising- Jamie Dennis/Megan Van Buiten- 10 minutes

- Variety Show
 - Meeting scheduled for discussion of party for next school year
 - Discussion of adding in winter sign up parties for parents and students
- Charging for Cheetahs- ongoing

Room Parents- Casey Brown/Allison Allen- 10 minutes

- Distribution of teacher and staff holiday gifts
 - Gift cards ordered and to be distributed to teachers and staff

Secretary- Elizabeth Candido/Allison Frazier- 5 minutes

- Status of Nominating Process/Committee- after winter break?
 - Communication to be sent to the website as well as to the Monitor to request parents submissions of nominations for the committee

President Elect- Amy Falkowski- 5 minutes

- Status of Debrief Forms- requested

Community Building- Margie Swain/Heather Metz- 5 minutes

- Share the Joy/Share the Feast initiatives
 - More than 150 gifts donated, as well as clothing
- School Play, Mary Poppins, Jr. Update
 - Play was held two times and was a great success
- Destination Imagination
 - Teams still meeting, tournament on February 9, 2019

Webmaster- Denise Lam- 5 minutes

- Flexible Classroom initiative update, if any- nothing to report

Parliamentarian- Laura Keslosky- 5 minutes

- Status Update- nothing to report

Principal Report- Rachel Filippi- 10 minutes

- Flex Space initiative updates
 - Meeting to be held in 2019 regarding future funds and next phases
- Paw Pride initiative
 - Great success in its first year with both faculty and students
 - Assembly to be held for students- still requesting various gift cards for prizes
- Board Report to be given at the February PTA meetings

Conclusion/Next Steps

- General Board Meeting, January 8, 2019 8:45am Cafeteria
- Exec Board Meeting, January 8, 2019 following General Board Meeting

There was only an Executive Board meeting held for the month of December 2018.
General Board meetings will resume in January 2019

Members in Attendance:

MaryAnne O'Keefe	Amy Falkowski
Nathan Harada	Margie Swain
Courtney Radde	Laura Keslosky
Shauna Smith	Denise Lam
Jamie Dennis	Rachel Filippi
Allison Allen	Meghann Young
Elizabeth Candido	
Allison Frazier	

