



**Roosevelt Elementary PTA**  
**January 14, 2020**

**Call to Order**

- Meeting called to order by Mike Moylan at 6:40 pm in the library.

**Principal's Report**

- Library renovation. Picture books have been moved to the south wall in the primary section for easier access and sight level for the younger students. New tables, movable shelves, chairs and wobble stools that can change height. Design cart housed in the library available to all classes, restocked every month.
- New Family orientation- a few new families came and got a tour from the 5th graders.
- Holiday Tree, teacher wishlists, teachers are appreciative of the generosity of families and PTA.
- Winter MAP testing- 2 week window- week of January 13th and January 20th.
- Parent/Teacher conferences coming up. Two nights-February 13th and February 18th. Decreasing time from 20 minutes to 15 to allow for more conferences.
- Parent Listening session rescheduled for January 30th, 5-6pm in the library. Topics: Attendance (state report indicated a drop in attendance over the past few years). Open to ideas for end of the year event to make up for no fun fair.

**Review Minutes** - Minutes from November 12, 2019 were reviewed and approved. Motion by Liz Woo McCabe, 2nd by Tricia Brumeier.

**Treasurer Report** - Current balance \$24,906.12. There are outstanding checks, will update and post to google drive before next meeting.

**Old Business**

- Thank you to everyone who organized or helped with the December events: Staff Holiday Breakfast, The Giving Tree, Holiday Gift Fair and New Family Welcome.
- Book Fair Allocation of Scholastic Funds- Lora Wilson reports: Total revenue ~ \$7400 of which Roosevelt gets 50%. \$3700 plus \$400 bonus in scholastic dollars, bringing the total available funds to ~ \$5500. 75% of students redeemed scholastic coupons. 93 books were donated by parents for classroom libraries. Lora proposes gifting \$2000 for Ms. Cobb to purchase books for the library, gifting \$500 to finish teacher classroom library lists, and leave \$3000 in account for next year student coupons. Motion by Claire Cramton, 2nd by Jenny Hack.
- Teacher wish lists- Teachers have until January 21st to submit list. \$3000 was allocated from the Fun Run to full fill teacher wishes.
- PTA Amazon account-

## **New Business**

- Financial Procedure Letter to Chairs/Audit Report- email sent to all chairs with links to document forms. Any new money brought in by events sent in as soon as possible along with proper paperwork filled out. A secondary counter is required before submitting payment to PTA. Secondary counter may not be anyone on the PTA. There is a new donation receipt form available for donations above \$250 as requested.
- 5th Grade promotion Raffle- State license is required. Class A: for pre sales, Class B: for 50/50 raffles. \$25 per license. Both are required for yearly events. Motion to use \$50 for license from currently unbudgeted Fun Run Funds and add new budget line for expenses . Motioned by Heidi Bach, 2nd by Shayne Broadwell
- Glow Dance- Theme: 80's Glow Dance. Liz Woo McCabe reports no photo vendor this year. Need to set up a small area for photos to be taken by attendees. 80's props needed for the photo table. Advise: these photos should not be posted by anyone on any social media due to confidentiality. Food will only be provided by the 5th grade promotion. Ice cream floats available, but not popcorn. Children must bring an adult (in costume) in order to be entered in the raffle.
- Movie/Pizza Night- Earliest availability for the gym is April.
- EFW- PTA has donated \$100 in the past, but not recently. Motion to add this to current budget and donate to EFW. Motion by Sarah Plamann, 2nd by Heidi Bach.

**Questions/Comments-** Liz M would like the PTA to consider pushing the Fun Fair to the end of the year, or make it smaller so it doesn't compete with the Fun Run for volunteers.

**7:30 - Adjourn Meeting-** Motion by Liz McCabe, seconded by Jenny Hack

**Next Meeting: Tuesday, February 11th at 8:30 on Facebook Live.**

Attendees: **Board:** Mike Moylan, Sarah Plamann, Jenny Hack, Heidi Bach, Claire Cramton

Mark Supa, Shayne Broadwell, Liz Woo McCabe, Lora Wilson, Tricia Brumeier, Jennifer Chartier, Nicole Gerboth, Courtney Geller