

**Randall School PTC
Meeting Minutes
December 14th, 2015**

1. The meeting was called to order at 6:34pm by Natalie B.

2. Secretary's Report: The November meeting minutes were approved by Stephanie V. and seconded by Elizabeth Y.

3. President's Report

A. 1st Trimester Recap: Natalie B. said they are thrilled to have a great start to the year, with very successful back to back events, and exceeding proposed profits. She thanked everyone for their support and said they are excited for the rest of the year.

B. PTC Communications: Natalie B. went over communication guidelines, stating all communications need to be approved by the board. This includes everything from emails to administration or staff, to flyers, and any other communications.

4. Treasurer's Report

A. Account Balances: Jodi K. explained the checking and savings account balances.

B. Check Approvals:

1.) A motion to write a check for Scholastic Book Club was made by Stephanie V. and seconded by Elizabeth Y. for the Scholastic Book Fair.

2.) A motion to approve a check for Penguin Patch was made by Stephanie V. and seconded by Lynnette V. for the Kids Holiday Shoppe.

3.) A motion to approve a check for Gabrielle Cooper was made by Lynnette V. and seconded by Stephanie V. for Kids Paint Night supplies.

C. Event Finances: Jodi K. went over a handout, which breaks down event expenses and profits.

D. Taxes: Jodi K. announced there is someone already working on our taxes for free, saving us several thousands of dollars.

E. Investigation Update: Jodi K. said there were no updates at this time, that she has been persistent in contacting law enforcement, and will keep us updated.

5. Administrator's/Principal's Report: Mr. Gendron thanked the PTC for Kids Paint Night, saying it was a very fun and well organized event. He also informed everyone of a new directory data law, and said future data requests may need to be fine tuned.

6. Scholastic Book Fair Summary: Lynnette V. said this year was a great year for the book fair, the 2nd highest year in the last 10 years. She went over a handout, breaking down book sales, profits, and books donated to teachers. She said Ms. Zeller noted the books most enjoyed by students during the book fair, and added them to the library.

7. Festival of Trees Summary: Nicole H. thanked everyone for their help. She gave a recap of the event and the week long Kids Holiday Shoppe.

8. Kids Paint Night Summary: Gabrielle C. gave a recap of the event. There were multiple requests to repeat this event during the school year.

9. Schwan's Cares Update: Nicole H. reminded everyone Schwan's is replacing Market Day, and there are a few days left to order.

10. Wish List Update:

A. Jessica J. announced \$2,000 went toward fulfilling teacher wish lists submitted during the 1st trimester, adding 2 wish lists were completely fulfilled by parent donations. Colleen K. passed around a list of wishes being granted.

B. Jessica J. said they are still working on how to fairly distribute items from the Resource Cabinet.

C. Jodi K. clarified that PTC purchases for teachers/staff do not need to be made through the school. Multiple members suggested getting a debit card for PTC purchases, noting it would be beneficial.

D. Jessica J. announced the date for Randall fundraising at American Café, and gave a recap of funds raised at Big Al's. She also said Big Al's is interested in helping with future fundraising, by offering food products at our events.

11. Spaghetti Dinner: Natalie B. led a discussion on possible dates for the spaghetti dinner. Due to scheduling, it was cancelled.

12. Dodgeball Tournament: Jodi K. announced the dodgeball tournament was rescheduled for March 5th, due to gym availability.

13. ShamRock n'Run: Colleen K. said the event will be March 19th.

14. 1st Trimester Incentive: Stephanie V. asked which grade won the 1st trimester incentive for volunteers/donations. Natalie B. replied it was 2nd grade.

14. Box Tops: Stephanie V. requested grade reps start counting Box Tops over winter break, so they can be submitted mid January.

15. Daddy Daughter Dance: Kiersten V. announced the theme for Daddy Daughter Dance is "A Night In Neon Light". She mentioned the types of items they are requesting to be donated.

16. TraXside Skate Night: Jessica J. said our TraXside dates can be changed, and listed the benefits of doing so.

17. Natalie B. made a motion to end the meeting at 7:49pm, Gabrielle C. seconded.