

Randall School Parent Teacher Club

Meeting Minutes

September 11th, 2017

1. **Welcome:** Natalie Bell welcomed everyone to the first 2017-2018 Randall PTC meeting and thanked everyone for joining. Each of the board members, Natalie (President), Nicole Hayes (Vice President), Jodi Karow (Treasurer), and Gabrielle Cooper (Secretary) introduced themselves.
2. **President's Report**
 - A. Natalie stated the PTC's mission statement for 2017-2018.
 - B. Natalie went over the 2017-2018 funding goals. She explained how the Teacher Wishlists works, and that every teacher wish was fulfilled last year.
 - C. Natalie said one of the major funding goals this year is to provide an outdoor classroom, possibly with enhancements such as gardens. She reminded everyone Mrs. Tracy came to the PTC last year with many great ideas for this.
 - D. Natalie listed the many ways of supporting the Randall community through our events and annual funding.
 - E. Natalie recapped the 2016-2017 funding, saying the PTC raised over \$67,000 last year and where those funds went.
3. **Upcoming Events**
 - A. **Spirit Wear:** Jodi K. thanked Kim B. for providing Randall Spirit Wear again this year. She described the different spirit wear options and had order forms available, saying when orders were due. When asked how often Spirit Wear orders will be available, Kim B. said she has received many requests, from people who missed the Sept. deadline, for offering Spirit Wear in time for the holidays.
 - B. **Carnival:** Natalie announced the Back to School Carnival, saying everyone involved in planning is very excited. She said it would be on a Sunday this year, which is new, and listed the many new elements this year including food trucks, petting zoo, separate bounce house for younger children, Dunk-A-Cop, new location, and announced the raffle prizes. She described what was needed from the Randall Community for this event, including sponsors, volunteers, donated items, and selling raffle tickets. Jodi said Carnival tickets and raffle tickets could be purchased ahead online. She said forms will be sent in the weekly email from the PTC and are also available on Peachjar. Natalie said the PTC website also has all needed forms and important information. Mrs. Zigler said paper flyers & forms for the Carnival would be allowed to go home with students. Pat B. asked if fencing would be needed for the Carnival, Natalie replied yes. Mrs. Zigler asked how teachers wanting to help with the carnival should sign up. Jodi said a sign up form was left with some "welcome back" treats in the teacher/staff lounge. One member stated most elementary teachers do not go to the teachers' lounge.
 - C. **Halloween Dance:** Gabrielle passed around a sign up for helping with the Halloween Dance, and another sign up for anyone interested in helping with future events.
 - D. **Movie Night Potential:** Amy T. asked if the PTC is offering Movie Nights this year. Jodi replied the PTC is open to requests for additional events if there are volunteers willing to chair them. She said the PTC's movie license is good through the end of February or

March 2018. She said the PTC is trying to not “burn out” the volunteers & chairs, and therefore events have been cut back.

4. **Ongoing Events/Funding:** Nicole listed the many ongoing fund-raisers and how they work, including Shoparoo, Box Tops, Richter’s receipts, and Smile from Amazon. Betsy R. said someone new was needed to run the Richter’s Receipts program for Randall. She explained how it is done, and gave examples of how much funding the PTC receives from the program. Jodi thanked Betsy for all of her many years of hard work organizing this.

5. **Principal’s Report:** Mrs. Zigler thanked the PTC for the “welcome back” treats in the teacher/staff lounge last week. She said the PTC makes a big difference at Randall School and thanked the PTC for everything. Jodi asked how the new sound system, partly funded by the PTC, is working. Mrs. Zigler said it will be used for the first time during Parent Curriculum Night.

6. **Secretary’s Report:** Gabrielle provided a handout with the May 2017 PTC meeting minutes. Kim B. made a motion to approve the minutes, and it was seconded by Amy T.

7. **Treasurer’s Report**

A. Jodi stated the PTC is 100% transparent and will have all bank statements available at each monthly meeting, she said anyone is invited to take a look at them. She also said that any PTC expenses over \$500 would be voted on as a whole.

B. Jodi went over the account balances.

C. Jodi went over the 2016-2017 Actual/Final Budget handout.

D. Jodi went over the 2017-2018 Proposed Budget handout line by line. She asked Betsy R. for an estimate on expenses for Richter’s Receipts. Betsy estimated up to about \$50. Jodi asked for any questions on the Proposed Budget. There were none.

E. Jodi explained the bank charges an analysis fee with large cash deposits. She also said the license fee is to legally sell raffle tickets.

F. Jodi said the PTC purchased a Cricut machine for all staff members to use at the end of last school year.

G. Jodi asked for any questions. There were none. There was one change made to the 2017-2018 Proposed Budget, adding a \$50 expense budget for Richter’s Receipts. A motion to approve the 2017-2018 Proposed Budget was made by Mrs. Zigler and seconded by Heater Z.

8. **PTC Giveaway:** One student and one adult attending the meeting each drew 1 name from the meeting’s attendees to win an unlimited wristband for the upcoming Carnival.

9. Natalie asked if there was anything else. She reminded everyone to buy raffle tickets for the carnival, asked people to take tickets to sell, and asked people to check around for potential Carnival sponsors.