

Cutten-Ridgewood Elementary PTA Executive Board Meeting Minutes
October 4th, 2022

- I. Call to Order: 1839
- II. Welcome/Introductions:
Tina Standish, Jaime Felmler, Lucky and Bao Symphantang, Darcie Rutter, Anna Kovaly, Christine Tyson, Carrie Bartlett, Roan Lovely.
- III. Adjustments/Additions to Agenda:
E Condolence Cards
F secretary Laptop
G Request for volunteers for picture day
- IV. Approval of minutes September 2022 meeting 2 signatures received.
- V. Principal's Report:
First award ceremony, otter pops handed out to encourage students. Lunch with the principal has started up again. "Poets in the classroom" has been very successful! School pics are coming up. We are looking for a year book coordinator. In prior years it was a PTA position, and previously a paid position. Using Lifetouch has made is easier. Roan Lovely interested after discussing with Stacey Gabbert.
- VI. Financial Report – Lucky for Lauren Hansen
 - A. Treasurer's Report:
We have \$21,390 in checking.
We had 2 deposits this month: \$49.50 from TOTEM, for 22 memberships; and \$62.76 from AmazonSmile.
We had 2 new disbursements: \$109.42 to Amy Coleman to purchase Past President Pins for our incredible past presidents who did not receive their pins; and a replacement check to scholarship recipient Hope Crossley for \$750. The check previously written to Hope was voided.
I will be writing the check for Poets in the Classroom when I return next weekend.
As a side note, I am still working on transferring from Quickbooks to MyPTEZ, the accounting software set up specifically for PTA chapters. It's going well, and I am running the numbers in duplicate on both systems for now. I hoped to present a side-by-side view of the Treasurer's Report this month but couldn't get the MyPTEZ report created before leaving town. It looks a little different than what you're used to seeing but contains all the same information. I am having a problem getting our Carryover to show in the budget on the new system, but I'm working with MyPTEZ support to get that straightened out.
 - B. Approve expenditures:
- VII. Old Business
 - A. Open Chair positions
Kristen Galt volunteer coordinator should contact Christy Thompson.
Roan and Anna can do greeter monthly at Ridgewood.
Popcorn Tuesday is the first Tuesday at Ridgewood, second Tuesday at Cutten.

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Carrie Bartlett and Roan lovely will communicate.

Suggestions made to advertise positions at the pancake breakfast.

Pancake chair

Teacher appreciation chair

B. Cleanup Day: Roan Lovely, Spoke to Jay and asked for ideas. Discussion to focus on grounds beautification and greenhouse garden.

C. "Poets in the Classroom" was very successful.

VIII. New Business

A. Raffle

Christine Tyson will contact for tickets and covers. Need to order more. In next couple weeks will send out request for raffle prizes. Week of OCT 14th. No Disneyland prize so we need to really make up for it with an equivalent prize. E.g. Electric scooter, vr headset, etc

Also, we need a location!

B. Apple for the Teacher Day

Carrie will wrangle volunteers, Roan will help decorate, speak to Karen Bazzano to help as well.

Need to send an email to fill volunteer

C. Programs. NA

D. Pancake Breakfast with Santa

Do not expect the cafeteria to be ready, need to contact the Moose Lodge –

Event needs a chair -

E. Condolence Cards need to be signed.

F. Secretary laptop – need prices and specs

G. Picture day volunteers:

Lauren Hansen for Cutten

Anna Kovaly for Ridgewood

Tina will contact Lauren and Anna to confirm times

IX. Executive Board/Chair Reports

A. President's Report – Lucky Syphanthong

Agenda in a week early!

B. Fall Membership Event – Christine Tyson

Smores and family game night- Humboldt Bay Social Club!

Rented hanger 4-730pm and can stay longer, until 10pm.

Need a big push to advertise! Marquee to be used at Both schools.

Need to add that food will be available.

Roan to pick up pizza on Friday 14th, at 1545

Need glow sticks.

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C. Spiritwear – Carrie Bartlett

90 people ordered so far

Flyers, pta, fb, remind, record

Does pta want to order any for social workers etc?

10 – 12 t-shirts per school?

Tina will check with Annie and Miranda to get numbers and sizes.

Lucky will add to email to vote.

D. Reflections -Bao Syphanthong

Show your voice Nov 18th time to get judged.

Forms sent out to principals – to send to teachers - to print out for interested pupils.

Blurb to advertise on fb pages.

X. Announcements

A. Next meeting: November 1, 2022 at 6:30pm, location Cutten Staff Room

-Topics include Fundraisers/Events/Programs, Association Meeting, Spiritwear,
Reflections

Adjourned: 2038