**Board Meeting Agenda**

**December 13, 2019**

**1:30pm-3:00pm, Newcastle Elementary Conference Room**

**Attendees:**

Trisha Marshall

Allison Sweeney

Ali Bligh

Mary Brown

Elysa Piha

Daisy Forsythe

Christina Hanson

Tammy Chin

Nicole Anderson

Rebecca Ngyuen

Dr. Wood

Nami Kusinose

Sarika Sikka

Meeting was called to order at 1:35p

* **Review/Approve Board Meeting Minutes from 11/15/19** There was a motion to approve the last Board Meeting Minutes by Ali Bligh. Christina Hanson seconded the motion. The motion was approved unanimously, there were no abstentions.
* **Board Updates**
  + Treasurer Update
    - Special Funding Requests- no known Special Funding Requests
    - Playground funds that are still outstanding will be taken from unallocated funds
    - Programs: Raised $47.58 at the back to school event
  + Programs
    - Geography Bee: Payment has been and it will take place on January 10th at 9:30a.
    - Winter family event: The winter event will be a Science Expo. Jon Gass will be the chair along with Mrs. Blackburn. The date is March 13th.
  + Outreach
    - Holiday Gift Drive Results: good response, a little lighter than last year.
    - New idea-- New Family Coffee/Welcome: Anyone that’s a new family to the school this year, come and get answers to any questions. $100 is in our budget for a new family welcome.
  + Ways and Means
    - Orange Ruler update
      * Kick off assembly will be May 13th and will be followed by 2 weeks of fundraising. Final date to turn in money is May 27th. Fun run will be Friday June 5th. All information has been looked through to comply with new fundraising rules. Discussion was had regarding prizes. All prizes will be based on classroom earnings.
      * Dr. Wood looked into a dunk tank. Only restriction is that no kids are allowed into the dunk tank.
    - Spirit Wear and MOD Pizza results
      * Mod Pizza raised $200.
      * Spirit Wear is scheduled to come in on December 17th.
    - Jersey Mikes
      * Grand opening has been pushed back. Thinking they will be open January 8th. A percentage of proceeds has been chosen by the owner to be given to Newcastle Elementary PTSA.
  + Volunteers
    - Nominating Committee: Trisha Marshall will take the lead on putting together the Nominating Committee.
    - Programs Chair: Looking for a new chair to join Sarika.
    - The Volunteer chairs need to have a list of all volunteers ASAP.
  + Membership
    - 562 members at this point in time. Membership push will be done in January
    - Directory & Lion Paws: Directory should be done and sent out in early January.
* **Board Business**
  + Board Member training
    - Who has completed training?
      * Training has been completed by:
        + Trisha Marshall
        + Allison Sweeney
        + Mary Vickers
        + Nicole Anderson
        + Ali Bligh
        + Elysa Piha
    - Visit [www.wastatepta.org](http://www.wastatepta.org) for info and other training classes
    - National PTA eLearning – www.pta.org/home/run-your-pta/elearning

OTHER INFO:

* Cougar Ridge Auction and State Basketball is happening March 13th

Meeting adjourned at 2:39p