**Newcastle Elementary / Charter School PTC General Meeting Minutes**

**August 13, 2024**

**Date, Time, Location:** Tuesday, August 13, 2024, at 2:45pm in the kindergarten courtyard..

**Members in Attendance:** Whitney Bell, Tiffany Miller, Sarah Walker, Katie Schendel, Heather Caplinger, Jessa Forman-Carroll, Sydney Hiebert, Jessica Gingrion, Kaitlin Roberts, Carli Pastrama, Kerice Olson, Stacey DeNardi, Kris Terlesky, Kaylee Ballou, Jess Durham, Jessica Kelly, Amanda Bryant, Tiffany Maggio, Carly Bland, Lauren Sims and Marie Bowden.

1. **CALL TO ORDER**: The meeting was called to order by PTC President, Whitney Bell, at 2:45 pm.
2. **MINUTES:** Heather moved to approve the minutes from the July 30, 2024 meeting; Jessa seconded the motion. Ayes: 16; Noes: 0.
3. **REPORTS**
   * **PTC Officers & Committees**
     + Spirit Wear (Katie):
       - Limited amount of shirts will be available at back to school night.
       - Online store will go live August !5
     + Treasurer (Lauren and Jessi):
       - Lauren is getting Jessi familiar with everything, gave her key to lock box
     + President (Whitney):
       - With so many new faces, and the start of a new school year, introductions were done.
     + Hospitality (Marie and Kerice):
       - would love any ideas we have to make teachers feel special
     + Communications (Amanda):
       - Needs to get passwords in order to have access to social media accounts
       - Will be scheduling posts
       - Wants to go live at events and tag vendors for more interaction
     + Treasurer (Lauren and Jessi):
       - Lauren is getting Jessi familiar with everything, gave her key to lock box
     + Principal (Cindy):
       - Great start to the school year, everyone is very positive
       - Science camp has been changed to fall
       - September 15- spaghetti feed fundraiser for science camp.
       - Livescan will be at BTSN
       - Carol’s fundraiser on August 15
     + Teacher Representatives (Anne Erickson and Sean O’Brien):
       - No teacher representatives were in attendance. No separate report was provided.
4. **OLD/NEW BUSINESS**
   * 2024-2025 Budget
     + Moved to next meeting.
   * Back to School Night-August 15
     + PTC selling spirit wear, sign up sheet went around
   * Jessa brought up OTP wasnts to do another fundraiser, Whitney will look into date to help science camp
   * Picture Day-August 28
     + Volunteers: Jessa, Carly, Sydney, Tiffany
   * Book Fair- September 30
     + Jasmi and Lisa Graham (along with Whitney) are in charge this year
     + Setup will be Thursday September 26 at 1:30- will need volunteers without kids to help
     + Whitney is going to speak with 5th grade about a pizza slice and water fundraiser on family night to start raising money for science camp next year
     + Sign up genius for volunteers will go out after labor day
     + Book fair will run September 30-october 4
   * Knight in the Country- October 18
     + Heather already has some vendors secured
     + Jessa, Amanda, and Carli volunteered to get cake walk donations
     + Possibly change cake walk to dessert walk?
     + Need a second face painter
       - Is sugar plum fairies available?
     + Need a balloon artist
     + Lauren is talking to a caricature artist
     + Do we switch to food trucks instead of fundraiser bbq?
       - Will talk with 5th grade about taking over the bbq to raise funds for next year first
     + Should we still do inflatables?
       - Whitney to talk with Inflate Auburn
     + No pie zone this year, Donut eating contest instead
       - Jessi Kelly could get donuts
     + Have a large schedule posted with times of events
     + Kris in contact with photo booth
     + Someone needs to reach out to Mrs. Hansen about including pumpkin literacy into the art docents project
5. **ANNOUNCEMENTS & FUTURE MEETING DATES**
   * There are two open officer positions, nominations will take place at the next meeting
     + Volunteer coordinator
       - Jessa and Kaitlin would like to co-chair
     + Webmaster
   * We are having an issue with our current bank, Umpqua. Found out we need to file paperwork with the secretary of state
     + Would like to switch banks once we are back in good standing
   * Looking for bank ideas
     + First US in Auburn mentioned
   * Next meeting will be held **September 3,2024**
6. **ADJOURNMENT:** The meeting was adjourned by PTC President, Whitney Bell, at 4:06 pm.

*Minutes compiled by PTC Secretary, Tiffany Miller*