

# Santiago STEAM Magnet PTA<sup>®</sup>



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Santiago STEAM Magnet Elementary School PTA

General Association Meeting

September 11<sup>th</sup>, 2019; 7:00pm

<u>TIME</u>	<u>ITEM</u>	
7:00	Call to Order & Introduction	Charlene Kramer
7:03	Pledge of Allegiance	Charlene Kramer
7:05	Approval of Minutes	Rozie Sundstedt
7:06	Report of the Executive Board Meeting	Charlene Kramer
7:07	Treasurer's Report	Christie Israel
	<ul style="list-style-type: none"><li>Filing of Bi-Monthly Financial Report, Ratification of Bills Paid</li><li>Filing of 2018-2019 Annual Financial Report</li><li>Motion to Adopt 2019-2020 Budget and Calendar</li><li>Motion to Release Funds: Box Tops 50, Concessions 300, Fall Festival 1000, Membership 100, Spirit Wear 1500, Reflections 150, Campus Beautification 150, Book Fair 6500, PTA insurance 250, tax payments 25, PTAEZ Renewal 139, ELAC Meeting food 150, PTA Meeting Food 150, Teacher Reimbursements 1000, for a total amount released of \$11,464.</li></ul>	
7:13	Auditors Report	Trisha Keith
	<ul style="list-style-type: none"><li>Motion to Adopt Year-end 2018-2019 Audit</li></ul>	
7:15	President's Report	Charlene Kramer
	<ul style="list-style-type: none"><li>Konstella, Committee Structure, Open Positions and Candidates</li></ul>	
7:18	Principal's Report	Howard Johnston
7:30	Secretary's Report	Rozie Sundstedt
7:31	Historian's Report	Amanda Sigel
7:32	Parliamentarian's Report	Nicole Rossi
7:33	VP Student Service's Report	
	<ul style="list-style-type: none"><li>Fall Picture Day/Yearbook/Spirit Wear Sales</li><li>Open Positions ( Yearbook, Staff Appreciation, Campus Improvements)</li></ul>	
7:35	VP Parent Service's Report	<b>POSITION OPEN</b>
	<ul style="list-style-type: none"><li>Ice Cream Social</li><li>Fall Festival</li><li>Open Positions (Bagels with a Loved One, Room Parent Coordinator)</li></ul>	
7:40	VP Ways and Mean's Report	Katie Sherlock
	<ul style="list-style-type: none"><li>Silent Auction Donations (Chair to run the auction table needed)</li><li>Book Fair (Michelle), Pumpkin City (Christie)</li><li>Open Positions (Painless fundraisers, Valentine Grams, Jog-a-thon Cochairs)</li></ul>	
7:45	STEAM Committee Chair Report	<b>POSITION OPEN</b>
	<ul style="list-style-type: none"><li>Reflections/Red Ribbon Week</li><li>Open Positions ( Assembly Chair)</li></ul>	
7:50	Communications Chair Report	<b>POSITION OPEN</b>
	<ul style="list-style-type: none"><li>Open Positions (Newsletter)</li></ul>	
7:55	New Business	
8:00	Adjournment	

## **UPCOMING EVENTS**

Picture Day – Sept 27<sup>th</sup>

PTA Board Meeting – October 3<sup>rd</sup>

Reflections Art submissions due – Oct 8<sup>th</sup>

Fall Festival & Silent Auction – Oct 25<sup>th</sup>

Box tops Due – Oct 15<sup>th</sup>

Memberships due for classroom contest – Oct 31<sup>st</sup>

Red Ribbon Week – Oct 28- 31<sup>st</sup>

Book Fair – Nov 1 – 9<sup>th</sup>

Lunch with a Loved one - TBD

Ignite Night – Nov 7<sup>th</sup>

Picture makeup day – Nov 8<sup>th</sup>

**Next Association Meeting – Nov 14<sup>th</sup>**

## **Welcome PTA Members!**

Here is a guide to what typically happens at a PTA Meeting

Your participation at General Meetings is very helpful and important even if you are not able to volunteer in other ways.

Our PTA is run by volunteers. Our elected Board of Officers handles a variety of paperwork and we observe Roberts Rules of Order at our meetings. This ensures that our organization is member-run and members are able to review suggestions and actions taken by the Board. Feel free to ask questions when there is a call for discussion.

- Approval of the budget does not authorize expenditure of funds. We “Release” funds from the budget not to exceed cash on hand for expenses that are anticipated to be paid before the next general meeting. We “Ratify” checks to approve the action taken of paying bills and reimbursements.
- Our Bylaws serve as direction from both National PTA and our members to our Board as instructions on how to operate our PTA.
- Santiago PTA and our PTA Treasurer oversee the handling of the funds of the Production Committee. The Production Committee operates separately from our PTA and is not overseen by our board. After 25 years of Nutcracker Performances, many of our devoted parents who ran this committee in the past have seen their students graduate. Our PTA continues to hold these funds separate for future devoted parents who may wish to begin a new tradition for our STEAM Magnet school! Our goal remains to provide low participation fees for all participating students, after school rehearsals on campus, and provide daytime performances on campus for our non-participating students, as well as evening performance for parents.

**Join Konstella to Participate in our Program Committees Online!**

**<https://www.konstella.com/cd/ONJVYS>**