

Newcastle Elementary / Charter School
PTC General Meeting Minutes
October 3, 2019

Date, Time, Location: Thursday, October 3, 2019 at 2:45 pm in Ms. Nelson's classroom (room 503).

Members in Attendance: Heather Caplinger, Susan Pierson, Amada Kodet, Callie Hansen, Kristin Tedford, Sarah Nolivo, Kaitlin Roberts, Lauren Sims. There were 8 members in attendance; a quorum was reached. No guests were in attendance.

1) CALL TO ORDER: The meeting was called to order by PTC President, Heather Caplinger, at 2:50 pm.

2) APPROVAL OF MINUTES: The minutes of the **September 19, 2019** meeting were reviewed and accepted. Amanda moved to approve the minutes, as presented, Susan seconded. Ayes: 8, Noes: 0.

3) REPORTS

a. PTC Officers & Committees

- President (Heather Caplinger):
 - Spirit wear orders have been delivered to classrooms. There are a few baseball-style t-shirts remaining that PTC could consider donating to the school.
- Vice President (Sarah Nolivo):
 - No separate report was provided. Refer to items discussed in the "Fun Run" section below.
- Treasurer (Susan Pierson):
 - Susan presented a funds request from Mrs. Bales (4th grade). The request is for \$169.21 to cover costs for ceramic glaze supplies. Amanda moved to approve the requested funds, Sarah seconded. Ayes: 9, Noes: 0.
- Hospitality Committee (Amanda Kodet):
 - The committee has started giving gifts to teachers on their birthdays. Teachers with summer birthdays were given gifts, as well.
 - Halloween treats will be provided to teachers at the end of the month.
 - TK had their Fun Run doughnut party and 7th grade will have theirs soon.
 - Veteran's Day Assembly – the Hospitality Committee has been coordinating with Mrs. Aday.

b. Principal

- Mr. Cory was not in attendance. No separate report provided.

c. Teacher Representative (Mrs. Hansen):

- Mrs. Hansen met with Mr. Cory to finalize details for Kevin Bracy's visit in November. Staff is interested in having him return later in the school year, as well (possibly around State testing).
- Mrs. Hansen is still looking to book one more assembly for the lower campus students (6th – 8th grades).

4) NEW & OLD BUSINESS

- Obstacle Fun Run

- Sarah provided an update on the total funds raised to date and the status of completed and pending business sponsorships.
- The number of student registrants is still low overall but the school is on track to meet its fundraising goal.
- An email from PTC will be sent out before fall break to inform parents about a spirit wear t-shirt giveaway for the student that raises the most money during the break.
- PTC will be offering a pizza party for the lower campus grade that raises the most money. The upper campus class that raises the most money will earn an ice cream party.
- Remaining Prize Patrol dates were discussed and volunteer coverage was confirmed.
- The tentative schedule for the Run was discussed.
- PTC needs volunteers to help set up the course the day before the event. Supplies will be picked up from Sierra Safety around 3:30 pm and volunteers can meet by the pond around 4:00 pm.

5) ANNOUNCEMENTS & FUTURE MEETING DATES

- The next meeting will be held on **November 14, 2019**.

6) ADJOURNMENT: The meeting was adjourned by PTC President, Heather Caplinger, at 3:40 pm.

Minutes Compiled By: Kaitlin Roberts, PTC Secretary