



**Dommerich Elementary PTA
General Board Meeting Agenda
September 11, 2018**

SAC Meeting—SAC vote on roster for 2018-2019

SAC voted on the roster for the 2018-2019 school year. Cari Rotenberger presented the 2018-2019 SAC roster. Cari motioned to approve the roster and all said “aye.” The roster was approved. Cari also motioned to approve the minutes from the August meeting. all said “aye.”

Welcome and Call to Order—Stacy Wilde

The regular meeting of the Dommerich Elementary PTA general meeting was held on Sept 11, 2018. Stacy Wilde, PTA President, called the meeting to order at 6:32pm. Approximately 42 members were present.

Approval of Minutes (from May 2018) —Erica Bates

The minutes from the May 8th, 2018 meeting were presented. The minutes were approved to stand as read.

Report of Officers

- President- Stacy Wilde
 - Introduce myself and Exec committee and Welcome
 - Presentation of a power point. This highlighted things we have done as a PTA to support the school. The slides showed areas and committees that we support. Another slide included what we raise money for and what we use the money for here at Dommerich.
 - Slides included:
Celebration of the Arts, Welcome kindergarten parents, Community Events, Book Fair, Author reading, Community 5k, Walk n Roll, Back yard Bash, Fun Day, Community Garden, Skate Night, Spirit Night, 5th Grade bike event
- PTA 2017-2018 spending updates/ Updates to School Campus over Summer/things we did this summer (presentation of the power point)
 - Installed **six** new indoor filtered water bottle fillers, one new outdoor filtered bottle filler and water fountain. America Pride Plumbing and Volunteer Michael Wilde.
 - Installed new sod to clean up and repair areas around the pavilion and the soccer fields with the help Keller Outdoor and Ryan McDavid.
 - Purchased new carpets for the Kindergarten and First Grade classrooms.
 - Purchased new commercial grade vacuum cleaners for the Custodial Staff.
 - Purchased new listening stations for the First Grade classrooms.
 - Purchased the new Sunshine State Books and Charms for the Media Center
 - Purchased and organized a new trophy case for the hallway with the help of Volunteers from the Staff Appreciation Committee
 - Provided a makeover for the front office with the help of Volunteer Hope McDavid.
 - Purchased lumber and soil for the complete overhaul of the Dommerich Community Garden by Volunteers David and Lisa Rotenberger who spearheaded this project

and to the countless team of volunteers who came out three different days to complete the project.

- New sprinkles and New garden beds
- The PTA also funded teacher training for 10 teachers to attend Responsive Classroom training for four days in June. (Picture attached is of the training).
- Attended Staff Meeting on first day back Aug 6 provided a special breakfast for the staff, discussed food pantry, staff membership, supporting teachers, teacher feedback for fundraising, updates over the summer
- Summer Reading Night at the Eatonville Library

- Thank yous (August and September)
 - August
 - Thank Mrs. Verano, Permenter and Pansy for everything this Summer.
 - Erin Weber (FB), Simon Yohe (PTA Website updates) and Kiki Fissell for bulletin and all the media this Summer.
 - Jenn Clark for all her hard work over the Summer—treasurer, new bank, calendar, stuff the folders, opened a new bank account
 - PIE committee for work and Spirit events before school and first week.
 - FF committee chairs.
 - McDavid Family and Ryan and Keller Outdoors for sod this summer on PE fields. Hope for Food Pantry and redo of Office
 - Staff Luncheon Committee for lunch during preplanning week and organizing trophy case. Open House Dinner for Staff. They have done so much and only back for a month. And Staff luncheon this Thursday.
 - Custodial staff for working all Summer with PTA and all their help with school supplies and Meet the Teacher and staff lunch and breakfast during preplanning.
 - All who helped with Meet the Teacher, Stuff the Folder School Supplies and Popsicles in the Park. All of Exec but also Kiki Fissell, April Solley, Melanie Nielson, Lauren Ayers and Erin Jozik
 - September
 - Erin Baker and her committee for getting FF donations and for Fun Spot tickets tonight.
 - Menchies and PIE committee for a great spirit week. Another Spirit Event next week.
 - Thank you to Simon Yohe for FF Website. He built the entire thing!
 - Mike Young for FF videos and all graphics, brochures, posters
 - Ashley Cooper, April Solley, Mrs. Pfeifer and FF committee for decorating the school
 - Erica Bates and her committee for time to organize Room Reps and Room Rep meeting
 - Box Tops Committee for first collection
 - Jenn Clark, Mandy Manly Ashley Cooper for Open House table
 - FF Committee: they are working so hard right now!
 - FF Sponsors: Duberke Family, Orlando Science Center, Urban Ninja

- Star Volunteers (August and September)
 - **Every month the PTA highlights volunteers that go above and beyond!! It takes so many volunteers to accomplish all that our PTA does in a year, and it is always a pleasure to recognize all that these special volunteers do. Sign in Yard!**

- August
 - **David Rotenberger (really the whole Rotenberger family!!!!)**--David organized and built the new garden beds, installed a new sprinkler system and loaded the new beds with new soil. David had a team of volunteers for two full Saturdays and one evening to get this all done, plus the countless times he was out at the Garden with his family moving lumber, installing sprinklers, and overall making sure it was perfect. David has been working on this all Summer. The rebuilt Garden really is absolutely amazing! If you have a chance, please go check out the beautiful new Dommerich Community Garden!
 - **Melanie Nielson**--Melanie has been working on Dommerich merchandise all Summer. The time that goes into this is substantial. The outcome is so fun! This year the PTA sold all new shirts, shorts and water bottles for the school year. If you did not get a chance to pick up DES gear at Meet the Teacher, please contact Melanie or send in an order form. Yes, her job continues all year!
 - **Erin Baker**--Erin has taken over the role of PIE coordinator this year. She has hit the ground running. She has attended OCPS training, met with her PIE Committee over the Summer and planned out PIE's focus for the year. She lined up a substantial donation from Firehouse sub for the staff's back to school lunch, from Jeremiah's Italian Ice for Fall Fundraiser and has set up spirit nights for the entire Fall schedule. She has so many wonderful ideas and has been working all Summer with Dommerich PIEs.
 - **Blythe Sheahan**--Blythe is the School Supply Coordinator. She has been working on school supply orders for months and making sure they were in everyone's classroom for Meet the Teacher. I know she is a hero to all who ordered!
 - **Natalie Ferguson**--Natalie is the Kindergarten Liason. She started last Spring and continued over the Summer to welcome new families to Dommerich. She will continue this job throughout the school year to help answer questions and welcome them. Natalie is hardworking and enthusiastic!
- September
 - New Sign for DAD STAR VOLUNTEER
 - **Simon Yohe for the website**
 - **Michael Young for the fall fundraiser videos**
 - **Erin Weber For a facebook page, she posts almost daily**
 - **Kiki Fissell for working on our weekly bulletin**
 - **Hope McDavid** (food pantry, front office, and husband with the fields)
 - DES Merchandise—still available, Friday spirit days. Going to try and make spirit days fun. Stay tuned for that. Can send order forms in, going to be at skate night in Oct.
 - Translation services are available
- **Principal Report-Karen Verano** -Mrs. Braxton filled in for Mrs. Verano this evening.
 - Thank you to...
 - Rotenberger Family and all the Families that worked on the new garden bed
 - Stacy Wilde for her hard work on the Five Star School Award
 - Mrs. Baptist and Mrs. Braxton for having patrols up and running
 - PTA for the back to school support
 - PTA and Hope McDavid for the amazing front office facelift
 - PTA for the new water fountains
 - PTA and Dommerich Fund for the summer trainings
 - PTA for the new carpets in the primary grades
 - PTA for the Open House Dinner for the staff
 - Custodians for an amazing clean school!

- Thank you to all the parents for a great start.
- Happening now at school...
 - Guidance, Mrs. Fratrik and CHILL 2 days per week
 - Mrs. Davis-Interventionist
 - She is supporting K-4th grades. She is working with Prime Time Groups
 - Safety Update-SRO, doors and elevators
 - Prime Time started- Tuesday
 - Please visit <https://parentaccess.ocps.net/General/District.aspx> to complete the digital permission form for each OCPS student
 - Sign up now for ADDitions
 - Teach In is around the corner, in November. Make sure you sign up for ADDitions! You need to do it every year.
- **Parliamentarian—Amy Yohe**
 - Reviewing the voting procedures. You must be a PTA member in order to vote. Reviewing what we will be voting on, the budget.
 - How to vote- first member will make a motion, second member will second the motion, the President will ask if there a discussion, if there isn't, we will vote.
- **Vice President-Mandy Manly**
 - Nothing to report
- **Treasurer- Jennifer Clark**
- We will vote to finalize the 2017-18 Budget. Our revenue goal was \$68,550.00, we raised \$129,182.29. We also came in under budget for expenses by \$6,500. We spent \$37,980.17 on school improvements. Fund remain earmarked for teacher training, \$12,000, teacher of the year \$2,000. Please note the water fountains came in \$10,000 under budget.
 - Vote to Finalize 2017-2018 Budget
 - Motion: Kimberly Rios, Second: Ashley Dedekind, Discussion?... there was no discussion. The "ayes" have the motion and the motion is adopted.
 - Procedures for the year
 - Deposits can be made in the PTA treasure box or at Jenn's home. The forms can be found in the PTA treasure box or online.
 - Procedures for the year. Go online or check my treasurer box to obtain deposit and check request forms. Check requests will have a one week turn around. They can be emailed, dropped at my house, or left in the treasurer box. For deposit, if there is cash in the deposit, please arrange to deliver to my home or meet me. All other deposits can be delivered to my box or home. Please give me a heads up if the deposit is left in the school box.
- Audit deadline September 30th to Fla. PTA: Indy Morel, Marion Bakimitsou and Amanda Lent
- Vote to approve 2018-2019 Budget
 - Please find the proposed 2018-19 Budget. The budget has increased by \$20,000.00 from last year. Items to note, Harvest Hoedown is being moved to an expense item to allow for the event to be community minded and more affordable. Classroom parties was increased to \$3,300. This increase was to allow for the room parents to make purchases on behalf of the classes and in an effort to make fewer "asks" of parents. Community Garden was increased to allow for an installation of hydroponics. There were several clubs added this year to Extracurricular Gifts, included Battle of the Books, Bridge Club, and Video Club. Sympathy and Recognition increased by \$5,000 to \$7,850. We also added the Yearbook.
 - We increased the budget by 20k
 - Increased class parties budget
 - The community garden budget
 - The Harvest Hoedown has move to an expense
 - We added a yearbook to the

- Extracurricular groups/activities
 - Special teacher project funds
 - Motion to approve the budget: Kiki Fissel, Second Sarah Courtney
 - No Discussion, The “Ayes” have the approval
- **Membership & Assistant Treasurer- Jennifer Clark for Elizabeth McGlamery**
 - Most recent count is over 350
 - If you have not signed up yet, you can sign up tonight. Jenn has the squares and money bag to collect funds after the meeting.
 - All committee members must be members of the PTA
- **Corresponding Secretary- Ashley Cooper**

SENT:

- Birthday cards to Rebekah Dooley, Jennifer Trout, Jennifer McKelvey, Jack Riegle, Jason LeFebvre, Angela Donalds, Catherine Howat, Anne Workman, Eva Braxton
- Monetary Back to School gift and t-shirts to all teachers and staff
- Office Depot gift card to all teacher

RECEIVED:

- Thank you for back to school monetary gifts, spirits shirts, breakfast & luncheon, and gift cards from Kindergarten, 1st Grade, 2nd, 3rd Grade, 5th Grade, Leadership team, Mrs. Permenter, Mrs. Cardenas, Mrs. Krulick, and Pansy.
- Thank you from Mrs. Permenter, Mrs. Joseph, Ms. Salazar, Mrs. Teague, and Mrs. Gresham for providing them with the opportunity to attend the Conscious Discipline workshop over the summer.
- Thank you from Kindergarten for providing them with the opportunity to attend the Responsive Classroom training workshop over the summer, and for sponsoring home visits.
- Thank you from 1st grade for their new listening centers.
- Thank you from Kindergarten and 1st for their new class room rugs.
- Thank you from Breanna James (2nd grade teacher) and Mrs. Gekeler (New first grade teacher) for the warm welcome to Dommerich
- Thank you from Julie Roth for National Nurse’s Day goodies!
- Thank you from Mrs. Permenter for new trophy case, front office makeover, hydration stations, and all our love and dedication to the school
- Mrs. Strykl for the summer reading night and pizza night at Eatonville

Committee Reports

- Box Tops-Tina Larue
 - First box top meeting 9.10, please make sure they are unexpired. There is a flyer and an app.
- Community Outreach- Amber Woodard
 - Separate from the PTA and not funded by the PTA. Mission is that every child at Dommerich’s basic need is met
 - New logo designed by Carolina Miller
 - Food Drive November 5- The clinic is always excepting snck but at this point
 - Clothing Drive Nov. 12-20
 - Toy drive via sign up genius before black Friday
 - New idea of adopting a family this year. If you are interested you can contact Amber. Or you can just donate a ty from the sign up genius
 - For more information, please find Amber
 - An explanation of the adoption of the families and the toy drive
- Fall Fundraiser- Janet Young
 - It kicked off last Friday. At the open house the parent kick off video was shown.

- Explanation of the flyer
 - Each day there is not a video like there was in the past but the teachers are talking about character traits each day.
 - We have a mascot this year, Prism. He is all around the school and moves everyday.
 - Donating-online makes it easier but you can send in the envelope as well. Another one will be sent home once one is received.
 - This is our 6th year of doing the Fall fundraiser in this format.
- The Dommerich Fund
 - Mission of the Fund:
 - Unlike the PTA can give to Community Outreach
 - Janet Young-Dad's Night Out September 27 @ Teak 6-9pm watch UNC vs Miami
 - Marcy Ayt-Reading Resource Room Update
 - 12,000 received to make this happen. Each grade level was designated to receive about 1,300. Each grade level there are books that support their curriculum the DES Fund purchased 3 scanners, not for the grade levels but for school wide inventories, mobile circulation, heavy library checkout periods and the Teacher Resource Room.
 - The Reading Room was dedicated in honor of the late Ron Pilgrim
- Garden Committee- Allison Story
 - All the beds were replaced this summer by The Rotenberger family. Garden Club is happening now. The goal is to have more children involved and they will be meeting weekly. Planting will be done differently this year. All grades will be planting this week except 4th grade.
- Newsletter-Kiki Fissell
 - Weekly newsletter and Erin Baker does the Facebook
 - Committee chairs please send them on Monday morning and email both Kiki and Erin jointly
- PIEs- Erin Baker
 - Introduction of her committee members
 - Rainbow Sno Cones through this Friday, Later this month is Chipolte
 - Papa Johns- you can turn in your stickers from the box or you can save your print out receipt. There should have been a blue sheet for receipts that came home. Last year Cynthia received 1,300 from Papa Johns receipts
 - Fun Spot buy one get one coupons were given out
- Running Tribe-Massie Wanzenberg –Stacy Wilde read notes that were emailed to her
 - Great turn out this morning (9.11)
 - If someone came that had not registered they would have received a President tag. Please turn that in and a new tag will be printed with each child's name on it.
- Staff Luncheon Committee- Sheryl Asarnow
 - New name, Staff Luncheon Committee-was once called Teacher Appreciation Committee
 - The lunches are provided by the parents and each month a different grade will provide the lunch
 - A sign-up genius will be emailed out by the room reps each month
- Walk n Roll- Amy Yohe
 - First walk n roll is tomorrow (9.12)
 - Usually held the second Wednesday of the month. 4 different check ins around the school for prize stations.

Unfinished Business

- Water Fountain Update
 - completion,--started process last October through OPCS as soon as FF over and it was approved in June. This is the first time we had started the process during the school year.

- budget \$25000, final number for install was \$13,750 American Pride Plumbing became an OCPS approved vendor in order to do this project.
- Filters for three years for 8 water fountains 41,345.49
- Total \$15,096.49
- Teacher Training/Materials (covered in Principal's Report)
 - Approved \$21000 in May. The school has not spent the whole amount but it has been ear marked for later in the year
 - Two trainings and about \$1000 in materials for school and in-house training

New Business

- Additions
 - Register or re-register to be Additions volunteer
 - Log hours- at home and/or in the school
 - Office sign in- PLEASE log in every time you come in.
 - Additions presentation in October
 - committees can send opportunities to Melissa Hayman
 - Let Ms. Iris know if there is a committee meeting or something happening at school. She can have tags pre-printed
- Committee Chair meeting updates
 - Stacy and Jenn met with all the committee chairs in the summer and at the beginning of the year. If you need anything throughout the year, please reach out.
 - If need to meet. Met w some groups multiple times, can reach out to Jenn or I or anyone on Exec you know. Exec is here for committee support and backup.
- Approved Special Teacher Projects
 - Under 500 the executive committee can vote on it if it's over that amount that PTA general members will vote on it to be approved.
 - Kitchen for Pre-K classroom
 - Sunshine state books were purchased for Battle of the Books Club after school enrichment program
 - Garden Supplies for Garden Club after school enrichment program
- Yearbook—Stacy Wilde showed samples including one from Maitland Middle
- Jeannine Kohler is the committee chair
 - Will be soft cover and 192 pages
 - New this year. Fundraising: Ads will help supplement the cost of the yearbook
 - Replace individual class/grade books
 - Save time and money. Committee doing work at least 30 people did last year
 - Need support from each class. Discussed at Room Rep Meeting. What each class needs. If interested contact your room mom.
 - Each class represented. 5th grade look the same. It will be the back of the yearbook.

The meeting adjourned at 7:40pm