

**MINUTES OF THE OAKLEY PARK GENERAL MEMBERSHIP MEETING**  
**Held Wednesday, June 6, 2018**

A meeting of the Oakley Park PTA General Membership was duly held at Oakley Park Elementary School.

The following individuals were present:

Sarah Garrison (President)  
Amy Kline (Vice President)  
Liz Drotar (Secretary)  
Melanie Chandler (VP Communications)  
Aimee Brown (VP Family Events)  
Michele Wilk (VP Membership)  
Trisha Rouse – Treasurer  
Kristin Froning (Principal)  
Kristin Rypkowski  
Alison Dunlap  
Diane Yanalunas  
Jennifer Bugaski  
Jared Rochon  
Niki Heinz  
Adrian Welch

Sarah Garrison convened the meeting at 7:02 pm to discuss the various items of old and new business. Liz Drotar recorded the minutes.

**Meeting Minutes**

Kristen Froning moved to approve the May meeting minutes. Sarah Garrison seconded the motion.

The minutes were approved.

**Administrative Matters**

- Approval of new Board position:
  - VP of Programming: responsible for developing programs for General Meetings, assemblies, author visits, etc.

Motion to approve by Alison Dunlap; seconded by Adrian Welch. The motion was approved unanimously.

- Three Board members to approve:
  - Amy Kline – Secretary
  - Aimee Brown – First Vice President
  - Melanie Chandler – Vice President of Programming

Motion by Trisha Rouse to approve; seconded by Liz Drotar. The motion was approved unanimously.

- Incoming Executive Board members need to meet with outgoing members to exchange information.

**Vice-President – Family Events – Aimee Brown**

- Spring Fair Wrap-Up

- Wristband sales covered the cost of Fun Services. We collected \$1800 via the presale, and \$2500 at the door.
- The raffle generated \$2200.
- The setup on the playground worked well. Suggestion to have a barrier for people during the raffle prize drawing.
- All winners not present were contacted June 6<sup>th</sup>.
- Great turnout for volunteers. Many middle school students volunteered.
- Ideas for raffle profits:
  - Entrance mat outside of front door or more oak trees.
  - 8 ft. tables need to be replaced. (20)
  - Kristin will ask for input from teachers.

### **Treasurer's Report – Trisha Rouse**

- Transportation bill for all-school field trip is still outstanding as of today.
- The funds designated for assemblies was applied to the MSU Tollgate Farm field trip.
- Revamping the budget for next year, and will set a budget in the fall. The PTA would like an accurate student enrollment count before budgeting and estimating raffle target revenue.
- Still need to order the plaque for the tree that was planted in remembrance of Mr. Waltz.

### **Principal's Report**

- Teacher assignments will be available in Skyward after 4:00 PM on August 17th. Please let Mrs. Froning know if your child is anxious about the transition to summer, or teacher assignment for next school year.
- Oakley Park will be hosting the summer program for ASD students.
- No decisions, yet, regarding staffing for next year.
- 3 sections of Kindergarten for the fall, as of June.
- 1<sup>st</sup> grade enrollment is increasing for next year; anticipate 4 sections.
- Increase in sections for other grades is unlikely, based on enrollment.
- Teacher Meet and Greet – 2:00 to 3:00 on Monday, August 27th.
- First day of school – Tuesday, August 28th.

### **President's Report**

- Sarah Garrison thanked everyone for the assistance during the school year, as well as the volunteers who have stepped forward to volunteer for the 2018-19 school year.
- Special acknowledgement of Jared Rochon and Alison Dunlap, who are leaving Oakley Park after this school year. Also acknowledged Lori Semel and Liz Drotar for their contributions to the PTA Executive Board.

There being no further business to come before the meeting, Aimee Brown made a motion to adjourn the meeting. Kristin Froning seconded the motion. The meeting was adjourned at 7:49 PM.