



## OAKWOOD ELEMENTARY PTA MEETING MINUTES

**DATE:** Tuesday, September 10, 2024    **TIME:** 5:37pm-6:28 pm    **FACILITATOR:** Heather Raines, President

**MINUTES RECORDED BY:** Heather Raines, President

### CALL TO ORDER/ATTENDANCE

President, Heather Raines called the meeting to order at 5:37 pm. 24 Total PTA members in attendance, including 1 principal, 1 board members, and 2 staff members.

### PRINCIPAL'S REPORT

Ms. Dagenhart reported that the school was off to a great start and that she was very thankful for the support of parents. She reminded parents about following proper drop off and pick up protocols. Mrs. Dagenhart reported that Oakwood elementary Exceeded Growth and received a B letter grade. Oakwood Elementary was the only school in Hickory City District to achieve both accomplishments. Again, she praised the teachers and staff as well as the support of the parents to help make Oakwood great!

### APPROVAL OF MINUTES

Kerri Oakley Secretary was unable to attend the meeting. Heather Raines, President, presented May meeting minutes for approval. Jenn Isaac made a motion to approve the May minutes. Susan Hudson seconded the motion. PTA members were in favor of approving minutes and no one opposed. May minutes were approved.

### BUDGET

**FINANCE REPORT:** Treasurer, Douglas Locascio was unable to attend the meeting. Heather Raines, President gave the treasure report of \$6811.19 with an outstanding balance of \$5160.93 for T-shirt order. At a recent PTA council meeting for Hickory City Schools, it was reviewed that all policies regarding budgeting, including earmarking and approval before spending must be followed. A copy of the Hickory city schools policy for money and accounting is located on the HCS website.

### BOARD UPDATES & UPCOMING EVENTS

**New Updates:** Heather Raines, President presented the new Oakwood elementary PTA website.



## OAKWOOD ELEMENTARY PTA MEETING MINUTES

**MEMBERSHIP REPORT:** Heather Raines reported that our current membership is 74 with a goal of 125. At this time a PTA drive to increase membership was considered and the majority vote was in approval. Kerri Oakley and Laura Turrentine will head up the membership drive beginning on Monday, September 16 and it will run through October 4. Each classroom will participate and the class with the most memberships by percentage will win a prize (prizes TBD at later date).

**ACTION:** PTA members should continue encouraging Oakwood families to join PTA. Click here <https://www.oakwoodelempta.com/join-pta> to determine level of membership.

**Corporate Sponsorship:** Heather Raines, President presented for fundraising committee for Jason Raines. Corporate sponsorship drive is underway and Alison Teague has volunteered to take over as head of the Corporate Sponsorship drive. All future correspondence can be made with Alison Teague. At this time we have verbal commitments from most of our 2023/24 sponsors to renew for the 24/25 school year. We also have welcomed new sponsors. Sponsorship levels are \$1000.00, \$500.00 and \$250.00 with advertising opportunities available.

**ACTION:** Please contact Jason Raines or Alison Teague if you are interested in becoming a Corporate Sponsor. Drive ends October 10 for banner printing. All sponsor information can be found on our website here [https://www.oakwoodelempta.com/\\_files/ugd/c2d7fd\\_1009c5c5199946a0ad933b6813cbba05.pdf](https://www.oakwoodelempta.com/_files/ugd/c2d7fd_1009c5c5199946a0ad933b6813cbba05.pdf) and a link to each corporate sponsors.

**Fall Fundraiser:** Heather Raines discussed fall fundraising option. Instead of doing a combined auction with Spring Fest it was recommended that the auction take place in the fall. A two week auction date is set for November 13 through the 22nd and will be held online. Any one that has an item or suggestion for an item for auction please contact a PTA board member or email us at oakwoodelempta@gmail.com. If anyone is interested in helping organize the auction items, please contact Heather Raines for information

**ACTION:** Please contact Heather Raines if you are interested in donating to our Fall Auction.

**Social Media:** Heather Raines reported on social media for Lindsey Lawhon. Heather reports that Lindsey will advertise and share information through Facebook and Instagram and anything need to be shared online to please contact Lindsey. Heather Raines will continue to maintain the website and update it with information.

**ACTION:** Please contact Heather Raines for website updates and Lindsey Lawhon for Social Media posts.

**Oakwood Swag:** Heather Raines presented on Oakwood Swag. Kerri Oakley and Lindsey Lawhon have started T-shirts for the 2024 school year. They have two design options and will be working in the coming days to finalize details and all short orders will be placed online. This will allow for people to choose a variety of color options, and Style options with the two different logos. T-shirt sales are expected to begin the last week of September and information will be sent home as well as shared online through the website and through social media. We still have a few T-shirts and sweatshirts from last year for sale at discounted price. Contact Lindsey Lawhon if you're interested in purchasing.

**ACTION:** Contact Board if interested in last year shirt at discount, look for new shirt orders next week.

### COMMITTEE REPORTS



## OAKWOOD ELEMENTARY PTA MEETING MINUTES

**Yearbook:** Heather Raines then presented for Tiffany Gutshall for yearbook committee. Heather directed members to the yearbook page that can be found on the new website. Links for purchasing yearbook can be found on the new website for both hardcopy, soft copy and an upgraded copy for fifth graders, who already receive a free soft copy yearbook courtesy of the PTA. In addition to purchasing your yearbook, There are links on the yearbook page that can be used to upload photos. Members were encouraged to use the links to upload any photos throughout the school year so that they may be used in the yearbook. Yearbook committee will ensure that photos are approved with consent forms from parents before placing pictures into the yearbook. Any questions reach out to Tiffany Gutshall or Molly Gross.

**ACTION:** Visit website to order yearbook or upload photos here: <https://www.oakwoodelempta.com/about-4>

**GROUNDS:** Heather Raines presented on the grounds committee. At this time True Authority has completed phase 1 of the campus beautification project. Heather shared with the PTA the progress that has been made and plans for phase 2 and 3 which can be found on our website. It was suggested that if anyone has any items to donate or volunteer hours to assist they reach out to Heather Raines or any board member. A general donation to campus beautification can be found here <https://oakwoodhickory.givebacks.com/store/items/1060294> . It was recommended that we share on social media donation information so that family members that do not live nearby can help make donations to the grounds funds. Members discussed using funds raised through Spring Fest to support grounds beautification project.

**ACTION:** Contact Board to assist in Grounds, see Grounds page on website here for more details: <https://www.oakwoodelempta.com/s-projects-side-by-side>

**Social:** Blakely DuBose gave an update from social committee. At this time social committee is preparing for the Trunk or Treat which will take place on October 24. Parents are encouraged to sign up on online at the link listed here <https://www.signupgenius.com/go/10C0E4BA4A928A5FBC16-45060084-trunk> to participate by decorating a car and passing out candy. It is expected that approximately 300 children will participate. If you are not interested in participating, you may donate bags of candy to the front office to be distributed. Social committee also revealed the Winter Social which will take place January 16 at First Presbyterian Church after school. More details will follow but anyone that has suggestions or recommendations are encouraged to reach out to Blakely. Spring fest will take place on May 2 and any vendors or recommendations are asked to report to Blakely.

**ACTION:** Please let Blakely DuBose know if you would like to help with volunteering for either social event and sign up online for Trunk or Treat.

**Spirit Nights:** Heather Raines presented on spirit nights. Spirit nights have been scheduled for each month beginning in September through May with an additional spirit night schedule in October. My spirit nights are held on the third Thursday of each month and the locations can be found on our website. we are looking for a chairperson to arrange for future spirit nights as well as to help coordinate volunteers to come to spirit nights to be a face and introduce and welcome people as they come in for spirit night. If you're interested in serving as a spirit night chairperson, please reach out to one of the board members.

**ACTION:** Contact the Board to Chair Spirit Nights. See Spirit Night dates here: <https://www.oakwoodelempta.com/spirit-night> Be sure to join us on 9/19 at Carolina Crafted fro 3-7.



## OAKWOOD ELEMENTARY PTA MEETING MINUTES

**STRESS-FREE LUNCHES:** Heather Raines, President presented for stress-free lunch. Heather shared the dates for the year of stress-free lunch (found on website) and requested volunteer for chairperson. Jenna Newcomb has agreed to take over as chairperson for stress-free lunches. She will be the contact person to ensure that all lunches are filled and to provide education on volunteers for Expectations during stress-free lunch

**ACTION:** PTA members should sign up to participate as they wish. Lunches are the 3rd Thursday of each month and each session is 45 minutes. Sign up to volunteer here <https://www.signupgenius.com/go/10C0E4BA4A928A5FBC16-50290680-stress>

**TEACHER BIRTHDAY LUNCHES:** Heather Raines presented on staff birthday lunches. Each staff member will be provided a special treat during their birthday month. Megan Teeter has agreed to take over chairperson for birthday lunches and will coordinate with the staff on options and providing them with their chosen gift.

**ACTION:** Megan will create and distribute birthday treats to staff members.

**PTA PALS:** Jenn Issac reported on PTA pals. PTA pals is a program that partners a PTA member with a staff or teacher. Members are asked to bring a monthly treat to their given staff member monthly with the maximum gift being a value of \$10. Sign up for becoming a PTA pal can be found on our website under What We Do. Jenn Isaac stated if you do not want to participate with a monthly gift, you can make a donation online. Teachers were provided a favorite things list to provide customized ideas for each staff

**ACTION:** PTA Pals should surprise staff with a small gift each month beginning in Oct. Sign up for PTA Pals here <https://www.signupgenius.com/go/10C0E4BA4A928A5FBC16-50310251-ptapals> or contact Jenn Isaac or a Board member to join.

### OTHER BUSINESS



## OAKWOOD ELEMENTARY PTA MEETING MINUTES

**OAKWOOD REQUESTS:** Please be sure to follow the correct paths when dropping off and picking up in the car rider line to keep traffic flowing. Send water bottles with students and label all items (especially water bottles and jackets.)

**OTHER UPCOMING EVENTS:** Walk to school will take place on October 2. Heather Raines educated new member members on Walk To School Day and shared we will be meeting in the Holy Trinity and YMCA parking lots to walk to school being escorted by police. It is encouraged to make signs and dress in your Oakwood gear.

Book fair will take place on October 28 through November 1. Heather Raines requested that volunteers go on the website to sign up to the book fair here <https://www.signupgenius.com/go/10C0E4BA4A928A5FBC16-47378384-spring>

[10C0E4BA4A928A5FBC16-47378384-spring](https://www.signupgenius.com/go/10C0E4BA4A928A5FBC16-47378384-spring)

The theme will be Hawaiian luau and spirit week will be at that time.

### NEXT MEETING

Meeting adjourned at 6:28pm.

Our next General PTA Meeting will be held Tuesday, October 15, 2024 at 5:30pm in the Oakwood Cafeteria. All members are invited and encouraged to attend.

**SPECIAL SHOUT OUT** to The Hickory Tree Consignment for providing chips, guacamole and salsa for today's meeting!