

PTA General Meeting Agenda

Date:	Tuesday 03/19/2024	Time:	6:30pm
Leader:	Brandan Wilburn-Herbert	Location:	Oak Hill ES Cafeteria

Description	Discussion
Call to Order	President: Brandan Wilburn-Herbert
Welcome	President: Brandan Wilburn-Herbert
Approval of Previous Meeting Minutes	https://oakhillpta.ptboard.com/che/att/248dbbb5-2323-4428-8341-27dde338333e/PTAGeneralMeetingMinutes2024-02-13.docx.pdf
Principals' Reports	Principal: Kelly Durso; Assistant Principal: Cali Loewenberg
PTA President's Report & 2023-24 Event/Activity Calendar	President: Brandan Wilburn-Herbert <ul style="list-style-type: none"> ● Staff lounge re-stocked with coffee and snacks in February ● Family glow dance, 2/23/24 ● Multicultural Night, 3/8/24 ● School assembly, 3/19/24 ● Upcoming events: <ul style="list-style-type: none"> ○ Staff appreciation, April ○ Solar eclipse viewing, 4/8/24 ○ 6th grade basketball game, 4/12/24 ○ Family movie night, 5/2/24 ○ Staff Appreciation Week, 5/6/24 to 5/10/24 ○ Oak Hill 5K, 5/18/24 ○ General meeting, 5/21/24 - board election ○ Staff appreciation, June ○ Book exchange, June 2024
Treasurer's Report	Treasurer: Marti Londal <ul style="list-style-type: none"> ● Budget update ● Family glow dance re-cap ● Multicultural Night re-cap ● Special assemblies
Educational Programs	1st VP: Srujana Kannekanti <ul style="list-style-type: none"> ● Educational programs update
After-School Activities	2nd VP: Cindy Meylan <ul style="list-style-type: none"> ● Spring after-school activities update ● 5K update
Volunteer Needs	President: Brandan Wilburn-Herbert <ul style="list-style-type: none"> ● Volunteers needed for: <ul style="list-style-type: none"> ○ 6th grade basketball game ○ Movie night concession sales/clean-up ○ Staff appreciation week ○ 5K ○ Book exchange
New Business	President: Brandan Wilburn-Herbert

	<ul style="list-style-type: none"> ● PTA board election for 2024-25 school year, vote at May 21 general meeting ● All positions open for nominations; nomination form on the PTA website ● President <ul style="list-style-type: none"> ○ Preside over all meetings; Coordinate with the other officers and committees; Serve as an ex-officio member of all committees (except the nominating committee); Regularly engage with the Principal, AP and staff; Triage/manage escalations ● First VP <ul style="list-style-type: none"> ○ Organize educational programs during the academic year: Find volunteers to coordinate/coach for the programs, prepare forms, manage registration ● Second VP <ul style="list-style-type: none"> ○ Organize after-school activities for fall, winter, and spring: Coordinate with vendors, prepare forms and activity calendar, manage registration, prepare rosters, find volunteers to monitor programs ● Treasurer <ul style="list-style-type: none"> ○ Do all accounting, process reimbursements, write checks, budget, do taxes ● Secretary <ul style="list-style-type: none"> ○ Prepare meeting agendas and minutes; manage calendar and schedule meetings; handle communications
Adjourn	President: Brandan Wilburn-Herbert