

**Armatage Montessori School  
PTA Membership Meeting Minutes  
10/5/2017**

**Call to Order:**

Meeting called to order on 10/5/2017 at 6:30 pm in the Armatage Media Center by PTA President Scott MacLachlan.

**Attendees:**

Joan Franks, Paul Scanlon, Scott MacLachlan, Jackie Olson, Janelle Kuntz, Scott Staab, Katie Giedt, Brenna Campbell, Margo Borth, Sarah Poindexter, Meghan Eliason, Rachel Wendorf, Sarah Koelln, Nicole Tremble, Kevin Brown, Geet Mittal

**Approval of Minutes:**

Minutes from the 10/5/2017 meeting: Janelle Kuntz made a motion to approve the minutes. Scott Staab seconded the motion, members unanimously approved.

**Officers' Reports:**

***President (Scott MacLachlan):***

Welcome extended to attendees and ongoing participation encouraged.

***Treasurer's Report / Budget Update (Jackie Olson/Scott Staab):***

- *Reviewed the current budget – we paid for our insurance this month*
- *PTA memberships are up this year; sending paper memberships leads to greater participation*
- *Saturday is the Family Fun Walk, which is the biggest PTA fundraiser; there is a Razoo Credit Card payment option*

***Volunteering Update (Janelle Kuntz):***

- *Volunteer forms sent out in folders; 18 were returned; 636 issued = 2.8% response rate*
- *All of the leadership positions are filled for the year*
- *Janelle will figure out how to connect people – who wrote in other ways to help – with the right people at the school*
- *We still need Family Fun Walk volunteers; Janelle emailed people who indicated they would like to volunteer for the family fun walk, but didn't sign up*

**Maude Update (Brenna Campbell):**

- Brenna Campbell will not be chairing Maude this year.
- Discussion held on other fundraising or group efforts for the benefit of Armatage students.
- Discussion tabled for next month.

**Principal's Report (Joan Franks):**

- Joan plans to mention the budget deficit in her next parent letter, and encourage people to ask about the deficit at the upcoming PTA meeting
- Starting Monday at 7 am, parents can sign up for conferences
  - o Conferences were moved to November due to construction; conferences will be held on November 2 from 2:30 pm – 7 pm & November 3 from 7:30 am – 3 pm
- Construction is on track
- Kids are finishing up Bridge testing which replaces MAP testing

- Armatage was granted a "School of Excellence Award"
  - o Joan would like a volunteer to help plan a school celebration
  - o Janelle will advertise for a volunteer in Kanga News

**Close of Meeting:**

- Jackie Olson moved to close the meeting. Sarah Poindexter seconded, and members unanimously approved.

**Next Meeting:**

- November 9, 2017 at 6:30 pm in the Armatage Media Center