**Randall Middle School PTSA Minutes**

August 15, 2013

The meeting was called to order by Jill Rintoul at 12:30pm.

**In Attendance**

List of attendees attached; quorum established.

**Approval of Minutes**

The minutes from the May 2, 2013 General Assembly were reviewed and entered as typed.

**President’s Report**

* Jill Rintoul introduced herself and welcomed the staff and teachers back to school. She then introduced the 2013/14 PTSA Executive Committee.

**Treasurer’s Report**

* Bonnie Dittbenner presented the proposed budget for the 2013/14 school year. Ms. Wirth motioned to approve the budget and Mr. Windheuser seconded the motion. The motion passed and the budget was approved. Budget Report is attached.

**VP, Ways and Means**

* Jill Rintoul suggested the PTSA hold a donation drive in lieu of a major fundraiser for the school year. Ms. Davis motioned to approve the donation drive and Ms. Anderson seconded. The motion passed and the donation drive was approved.

**VP Volunteers/Membership**

* Sheila Green stated she is accepting and processing membership forms during the meeting or they can be placed in the PTSA box in the mailroom.

**Newsletter**

* Jill Rintoul stated that Alison Fiol will place information in the teachers’ mailboxes regarding plans for the PTSA Newsletter for the coming school year.

**Box Tops**

* Jill Rintoul explained the Box Tops submission process and asked that the teachers turn in Box Tops by the monthly deadline. If a deadline is missed the teacher will not be eligible for the following month’s teacher award drawing but the students will eligible for the next month’s classroom award.

Meeting was adjourned at 12:40.