

PPE PTA Board Meeting Minutes

Location: Pleasant Plains Elementary Media Room

Date: July 17, 2026

Time: 8:15am – 10:15am

Attendance: Casey O’Leary, Suzanne Pomeroy, Jackie Horwitz, Jessica Shook, Valerie DiGangi, Katie Caggia, Kayla Hughes (Faculty), Marie Dexter (WCPTA), Isabel Heineman, Kate Hayes (Faculty- Virtual), Jen O’Brien, Lindsay Pitman (Public School Strong), Sara Hardie (Faculty), Rebecca Marks (Faculty), Stephanie Lynch (NCPTA), Ashley Pierce (Faculty), Allynne Thackston

Not Present: Amanda Colon, Maria Marrufo

START TIME: 8:23AM

AGENDA ACTION ITEMS:

- **OLD BUSINESS**

- Approval of Minutes from June 12, 2026 and July 1, 2026 Jessica Shook
 - Casey made 1st motion to Approve – Jessica seconded – all approved

- **TEACHER’S REPORT**

Kate Hayes

- Family Engagement Fall STEAM event will be on Thursday 9/10 4:30 – 6:30pm; *Campfire Magic* Theme. Event will overlap with bookfair to allow for shopping. There will be a raffle to include books from book fair, and any “leftover” toys. Layout:
 - Book Fair in the Media Center
 - Teacher Stations in the Kindergarten Hallway
 - Student science fair and Vendors in Gym; vendors/presenters are anyone in the STEAM field ie. High school clubs, college reps, community members like doctors, parents in the field, student track out camps; snapology, robotics, etc.. Currently Recruiting Parents/Volunteers interested in presenting + looking for Art, Math, Coding ideas
 - Food in Cafeteria – TBD on Food Truck
 - Re: previous budget request, team is asking \$150 per grade level to cover this event. PTA Donation could go towards sponsoring a speaker, a celebration for top grade or winner of science fair, outdoor lunch with treats. Jessica advised Kate to submit ONE application with a total amount so we can line it up with our grants process ☐ **After discussion of the grants process later in this meeting, we have decided to give a budget line item specifically for STEAM Night and lessen the grants budget number. The official Grants application process will kick off in Spring 2027. Jen will update the budget and we will review before our next meeting.**
 - Science Fair Applications due by Aug 26th
 - Projects due by Sept 6th
 - Event Date: Sept 10th 4:30 – 6:30pm

- Kayla Hughey mentioned to Please remember to keep Track 3 up to date with all dates as they will be tracked out until August 24th!!

- **PRINCIPAL'S REPORT**

Katie Caggia

- Scales hired to replace Caruso – starts Aug 10th. Comes from Wake County, 5th grade teacher for 10 years
- Smooth opening on July 7th – thank you for providing breakfast and lunch & book subscriptions
- PPE has a new website – still being updated
- Current enrollment 553 – last year was 460, so we're up 93 kids
- Mr. Stowe is doing the Cardinal Connection this year – he will be handling parent communication going forward
- Fall Picture Day = July 29th (Track 1&2) and September 3rd (Track 3&4)
- Fall Marathon dates tentatively scheduled in October – Meeting with Diane and Jessica next week to solidify.
- Cardinal Night "Curriculum Night" – Thursday, August 13 (Tracks 1&2) – Thursday, September 3rd (Tracks 3&4) □ **WE WILL MOVE THE AUGUST GENERAL PTA MEETING TO THE EVENINGS OF AUG 13TH AND SEPT 3RD TO PIGGY BACK OFF THIS EVENT AND INCREASE PARENT PRESENCE – UPDATE CALENDAR INVITES** - Table Ms. Graham's art project to a Spring PTA General Meeting so she has more time to do the project with parents/kids. This meeting will be short
- **Re: the next Take Flight Breakfast, Katie does not want kindergarten parents walking through the building– to eliminate the whole sign in process, let's plan to move it to outside near playground so parents can drop their kids off in carpool line, park and then come over and grab a donut/chat. We have plenty of water – just bring tents!**

- **STANDING RULES UPDATE WITH MARIE DEXTER & STEPHANIE LYNCH**

- Jessica handed out the PPE Standing Rules that we created in July 2025 and amended at our May 2026 meeting. We ran through amendments:
 - 2.1: Officers-General Information: VP was decreased to 1, as approved at general meeting – Stephanie Lynch noted that you DO NOT need general voting approval to change the number of officers
 - 2.2 Terms: Remove "Beginning with the 2026-2027 school year"
 - 2.2 Terms: Update to "Officers unable to complete their term must submit a written resignation to the President. President will notify audit committee."
 - 2.2 Terms: Remove Audit Committee must be notified within 24 hours of officer resignation
 - Suggestions to recruit Nominating Committee: A current board member can chair the committee –
 - Marie explained that there are 3 types of meetings you should be having:
 - Board: all board members, whom are the final authority on decisions
 - Exec board: plan to meet before the board meeting to prepare for the board meeting (president, treasurer, vp, secretary)

- General: (recommended 3 x a year – some do 1x a month)
- Jessica discussed the addendum of committees that each officer will oversee
- 3.4 Treasurer: Remove “ensures any tax letters are sent” – this is already in the ByLaws
- Change “In Kind Donations” to “in-kind donations of \$100 or more” – others donation names can be saved on a list to reach out to in the future, but do not need a record from a tax perspective
- 4.1 Membership: Add in “audit, nominating advocacy” next to standing committee chairs
- 4.1 Membership: Add in Members at Large as a 4th bullet
- 4.1 Membership: change “designee” to administrator
- 4.2 Meetings: add in “Board Officer meetings take place on the 2nd Friday morning 8:15am”
- 5.2 Notice of meetings: change “15 days” to “10 days”
- 5.3 Required Meetings – October – change to “notify of open officer positions”
- 5.5 Summer Spending – change to “July/August” spending. Remove Tshirts. Add “Taking Flight Breakfast” - **ORDER NAME TAGS FROM SHOP PTA**
- 6.1 Membership Types: change Family Total to “\$22”
- 9.1 Expectations: add in “add in code of conduct” after code of ethics – **PRINT NEW COPIES AND HAVE BOARD MEMBERS SIGN FOR 26-27**
- Section 10: add in “50% +1” next to quorum (since different than a general meeting quorum)
- Section 11: change to “all schoolwide PTA Communications” must be approved by the Principal
- Marie and Stephanie suggested creating a communications chair and have social media, newsletter, etc.. report to that chair
- Marie suggested adding a Family Engagement line item in our budget, separate from Grants. Save Grants for Teacher requests only

OTHER AGENDA ITEMS:

- **BUDGET REPORT** Jen O’Brien
 - **NOT DISCUSSED – WILL HAVE A SEPARATE MEETING TO ADDRESS**
- **FALL FUNDRAISER NEXT STEPS** Casey O’Leary
 - **NOT DISCUSSED – WILL HAVE A SEPARATE MEETING TO ADDRESS**
- **GRANTS PROCESS** Jackie Horwitz
 - Criteria and application was shared and we have decided to rework the wording, dates and plan to kick this off the spring – we will be decreasing the budget line for grants and adding a line item for the Family Engagement project, specifically
- **TEAM SHIRTS & NAME TAGS** Jessica Shook
 - We will not be ordering t shirts but will order name tags on the PTA Store website and they will come out of the administration budget line
- **DEI/ADVOCACY** Isabel Heineman
 - Advocacy Day Highlights from 6/23/26
 - House Rep Visits

- What are the PPES PTA board's advocacy goals for the 2026/2027 school year?
- CCI meeting highlights from 7/15/26
- Electing a cultural arts chair for next year to ensure event continuation
- Correction regarding UAC: No registration is needed; links can be provided
- CARE- Community Advocates for Responsible EdTech, Kaitlyn Sanderson
- Policy Awareness - Lindsey Pitman from Public School Strong (see attached)
- **ALL ABOVE NOT DISCUSSED – WILL HAVE A SEPARATE MEETING TO DISCUSS**
- Isabel would like to host an advocacy meeting at PPE but is not sure who she can have/invite – Marie confirmed she can have anyone – Katie is okay with having anyone in the school. They would just sign in as a guest.

TO DO's:

- Schedule a 2nd Board Meeting Call to cover budget and fundraiser items that were not discussed
- Plan a meeting for after August 8th to discuss United Arts Program
- Update Calendar invite for General PTA Meeting to Thursday, 8/13 from Wednesday, 8/12
- Print Code of Conduct and have all board members sign for 2026-2027 school year
- Jessica to update standing rules document and send out final amended copy
- Jen to update Budget to lessen the grants line item and add a Family Engagement Activity line item
- Create a signup sheet for in person general meetings to make sure we have quorum for voting purposes – can we create a QR Code linked to a google survey instead of just raising hands?
- Jessica to check in with Charles on installation of Park Benches (5th grade gift)
- Isabel to schedule a call to discuss Advocacy items with the board

UPCOMING DATES THAT NEED PTA COVERAGE:

- Meet the Teacher (Track 4): Wednesday, July 29th 4:45- 6PM
- Taking Flight Kindergarten Parent Breakfast (Track 4): Monday, August 5th 8:45-9:15am

IMPORTANT UPCOMING DATES:

- Back to School Spirit wear Sale: July 6st – August 14th (Delivery by Sept 10th)
- Spirit Night @ Panera Bread: Wednesday, July 22nd
- General PTA Meeting: **CHANGED TO THURSDAY AUGUST 13TH TO TAG ONTO CURRICULUM NIGHT**
- PTA Board Meeting: FRIDAY, AUGUST 14TH 8:15AM
- Teacher Workday NO SCHOOL: Friday, August 21st
- Kids on the Run Session 1 (Track 3&4): August 26th – September 23rd
- Literati Book Fair: Tuesday, September 8th - Friday, September 18th
- STEAM Night/Family Bookfair: Thursday, September 10th 5-7pm
- Book Fair Breakfast: TBD

END DATE: 10:43AM

PROVIDED BY ISABEL:

Policy Awareness:

- [HB144](#) amendments for change of superintendent as SBE chair
- [HB301](#) social media and AI safety

Two tax amendments will be on the ballot in November & could impact school funding:

- [HB1089](#) was ratified and passed into law to enact a property tax limit.
- [SB1080](#) was ratified and passed into law to put a provision on the ballot to cap state income tax at 3.5% &
- [HB87](#) veto was overridden (vouchers) and will go into effect ahead of the 26-27 school year

Good bills to follow:

- [SB943](#) Kids Over Corporations Act
- [HB1073/SB1016](#) Fair Share for Public Schools Act *
- [SB960](#) Modernizing Children with Disabilities Funding

Important Upcoming Dates:

- 7/21 WCPSS School Board [meeting](#) 5:30

Make public comment 5625 Dillard Dr. Cary, NC

- 7/27 NCBudget & Tax [webinar](#) on Income & Property Tax Amendments 6pm
- 7/29 NCPTA Beginning of Year Training 10am
- 8/4 WCPSS School Board [meeting](#) 5:30

Make public comment 5625 Dillard Dr. Cary, NC

BOARD APPROVAL OF UPDATED STANDING RULES – CONFIRMED ON FRIDAY, 7/24/26:



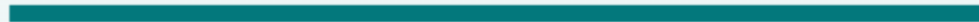
Jessica Shook

to me ▼

For the minutes to show that standing rules approved by majority

Do you approve the PPES Standing Rules?

Yes (7 responses)



No (0 responses)

