

## **PPE PTA Board Meeting Minutes**

Location: Virtual

Date: May 15, 2026

Time: 8:45am – 9:45AM

Attendance: Jessica Shook, Jackie Horwitz, Maria Maruffo, Suzanne Pomeroy, Valerie DiGangi, Jen O'Brien, Kristina Hu, Katie Caggia, Casey O'Leary, Allynne Thackston, Amanda Colon, Isabel Heineman

Start Time: 8:47am

### **AGENDA ACTION ITEMS:**

#### **1) OLD BUSINESS**

- Approval of Minutes from April 17, 2026 Jessica Shook
- Motion approved by Valerie DiGangi, Seconded by Jen O'Brien. APPROVED

#### **2) PRINCIPAL'S REPORT**

Katie Caggia

- Enrollment up to 549 – we were at 462- some students still pending.
- Hired 6 new teachers
- Classes for next year: 6 k, 5 1<sup>st</sup> grade, 6 2<sup>nd</sup> grade, 6 3<sup>rd</sup> grade, 4 4<sup>th</sup> grade, 2 5<sup>th</sup> grade– up 29 classes from 24
- Thank you for teacher appreciation!
- Upcoming events:
  - o May 27<sup>th</sup> 6pm –Kinder orientation -PTA reps?
  - o May 28<sup>th</sup> - Spring Chorus concert
  - o July 6<sup>th</sup> from 4:45-6pm, Meet the teachers track 1,2,3
  - o July 29<sup>th</sup> from 4:45- 6pm, Meet the teachers track 4
  - o Can we move staff luncheon to June 3<sup>rd</sup>? – MARIA CONFIRMED YES.
  - o Can PTA sponsor a welcome back lunch + breakfast on July 1<sup>st</sup>?

#### **3) TREASURER'S REPORT**

Jen O'Brien

- Jen sent out the proposed 2026-2027 budget for everyone to review.
- Isabel is working with a partner church to support CCI – once she has an update she will send budget update to Jen. This will greatly affect her number if they can cover the expenses

#### **4) 5<sup>th</sup> GRADE ACTIVITIES**

Jessica Shook

- Thursday, June 25<sup>th</sup>: Yearbook Signing & Pizza – still waiting on delivery of yearbooks. Jen going to verify with vendor today.
- Friday, June 26<sup>th</sup>: Moving Up Ceremony and Cupcakes – T-Shirts have been ordered. Charles is working on “bench plan” with Wake County. Plaques have been ordered

#### **5) UPDATED STANDING RULES**

Jessica Shook

- We need someone to take over Reflections ASAP – There is a training on June 6<sup>th</sup> – Jackie to reach out to music and art teacher to attend + co-chair with a parent
- Updated Rules with the officers now to review

#### **6) BOOSTERTHON UPDATE**

Jessica Shook

- Boosterthon asked for a 2K up front cost fee – we never accounted for this in our budget. When Jessica advised we wouldn't be going with them, they advised we can pay it after. Company seems very wishy-washy – do we still want to move forward? Or create our own event? With Boosterthon, we have to do it in August because that's all they have left. If we do it ourselves, we can pick our own date, and do Go Play Save books earlier.
- Maria suggested using Apex Leadership
- Valerie suggested sending both company data to make a side-by-side comparison
- Katie suggested not to have a fun run because the school is having a fall family marathon run by Ms. Hunter as a Family Engagement activity.
- Allynne suggested to meet with Katie on how to market KOR vs. Family Marathon since they are happening at the same time. Parents need to understand these are two very different events
- Our hesitation to move forward with any event is volunteer requirement prior to the event – we need to make sure to get in front of new parents and any parents that have helped throughout the year. Jackie suggested reaching out to book fair volunteers
- Maria suggested we write out a plan, week by week, month by month – let's plan to have another meeting on this because it is A LOT of work.

#### **7) NAME BADGES & TSHIRTS**

Jessica Shook

- Will add a line item for everyone to have a t shirt and name badge for next year – design and price TBD

#### **OTHER AGENDA ITEMS:**

#### **8) HOSPITALITY**

Maria Marrufo

- May: Refill snacks in breakrooms
- June 5<sup>th</sup> Lunch: Trying to find other options as affordable as Carrabba's □ MOVING TO JUNE 3<sup>RD</sup>
- Market the Sign Up Genius link for donations better - Katie will be putting it her Sunday newsletter

#### **9) SPIRIT ROCK**

Jackie Horwitz

- Katie on board to open the next round of dates whenever PTA is okay with it

#### **10) BOOK FAIR**

Valerie DiGangi

- Check cleared and subscriptions have been ordered – they will be delivered before the next school year. Subscriptions were actually on sale, 20% off, so we bought some Dragon Girls books to stock the library with the leftover funds.
- There was positive feedback from both vendors – so we will plan to continue with Literati in the Fall and Scholastic in the Spring

Next Board Meeting? NO SCHOOL JUNE 19<sup>TH</sup>! TBD....

#### **OTHER IMPORTANT UPCOMING 2026 DATES:**

- Holiday - NO SCHOOL: Monday, May 25<sup>TH</sup>
- Popsicles with Principal: Saturday, May 30<sup>th</sup>: 9:30 – 10:30am
- PTA Spirit Rock Painting: Saturday, May 30<sup>th</sup> (Happy Summer Track 1)
- PTA Spirit Rock Painting: Saturday, June 13<sup>th</sup> (5<sup>th</sup> Grade Shout Out)
- Holiday- NO SCHOOL: Friday, June 19<sup>th</sup>
- Popsicles with Principal: Saturday, June 20<sup>th</sup>: 9:30 – 10:30am
- Saturday, June 20<sup>th</sup> and Sunday, June 21<sup>st</sup>: Treasure Quest Mining Spirit Weekend

**FALL 2026/SPRING 2027:**

**KOR:**

- Kids on the Run Session 1 (Track 3&4): August 26<sup>th</sup> – September 23<sup>rd</sup>
  - Inclement Weather Make Up Date: September 30<sup>th</sup>
- Kids on the Run Session 2 (Track 1&2): October 7<sup>th</sup> – November 4<sup>th</sup>
  - Inclement Weather Make Up Date: November 18<sup>th</sup>

**BOOK FAIR:**

- Literati Book Fair: Tuesday, September 8<sup>th</sup> - Friday, September 18<sup>th</sup>
- Scholastic Book Fair: Monday, April 12<sup>th</sup> – Tuesday, April 27<sup>th</sup>

**SPIRIT WEAR:**

- Back to School Spiritwear Sale: July 1<sup>st</sup> – August 7<sup>th</sup>: Delivery by Sept 1<sup>st</sup>
- Fall & Holiday Spiritwear Sale: Oct 19<sup>th</sup> – November 6<sup>th</sup>: Delivery by Dec 4<sup>th</sup>
- Spring Spiritwear Sale: March 1 – March 12: Delivery by April 9

CALL CUT US OFF @ 9:45AM