



Millard Elementary PTA Meeting (Staff Lunch Room) **Child Care Provided** Tuesday, September 22, 2009, 6:30 pm – 8:30 pm

Desired Outcomes:

- Review, finalize outline for Fall fundraiser
- Create Strategy's for Outreach to New Millard Parents
- Select Make-a-Difference Day projects
- Decide on need for and recruitment of a Emergency Preparedness Chair
- Identify Awards Chair
- Initiate ideas/discussion for PTA annual academic goal
- Complete officers' reports

I. Call to order – Welcome, Pledge of Allegiance, Introductions, Review Desired Outcomes	
II. Select Time Keeper & Action(s) Recorder	
III. Reading and Approval of the Minutes	5 Minutes
IV. Principal's Report – Ms. Robertson	
V. Teachers' Report - Mrs. Enz	
VI. August 25 Meeting Action Items	20 Minutes
VII. Chair Reports	
<ul style="list-style-type: none"> • Membership Drive Progress – Laurie • Apparel Program - Laurie • Fall Fund Raiser General Outline – Valorie • Reflections - Becky 	30 Minutes
VIII. October Activities	
<ul style="list-style-type: none"> • Make-a-Difference Day - Valorie • Pumpkin Patch – Laura Garland • Pumpkin Decorating Contest – Gina & Shannon • Fall Carnival - Becky 	15 Minutes
IX. New Business	
<ul style="list-style-type: none"> • Outreach to New Millard Parents • Emergency Preparedness at Millard • Awards Chair • Annual PTA Academic Goal 	35 Minutes
X. Report of Officers	
<ul style="list-style-type: none"> • Treasurer's • VP's Report – School-Nights-Out, Assemblies • President's Report – Improve Assemble Program Communication-partnership 	10 Minutes
XI. Announcements – Scrip, Safeway e-scrip, yearbook orders	
XII. Bin Items	
XI. Pluses/Deltas	
XII. Adjournment	5 Minutes

Next regular board meeting: October 27, 2009

Meeting Ground Rules

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| 1. Ensure meeting participants are acknowledged and introduced | 4. No side conversations | 8. Calls taken outside the meeting room |
| 2. Disagree respectfully | 5. Hold to two hour meeting rule | 9. Explain or avoid using jargon |
| 3. One person speaks at a time | 6. Bring food | 10. Criticize (attack) the issue not the person |
| | 7. Turn cell phone to vibrate or turn off | |