

Highland PTA Meeting Agenda



Date: September 24, 2026 **Time:** 6pm-8pm

Location: Highland Elementary Library / Virtual on Zoom: 752 768 9149; Passcode: hornet

- 1. Call to Order** Alexa
Welcome and meeting guidelines. Introduce Board Members and Committee Members
Board: President – Alexa; Vice Presidents – Maddie and Brenna; Treasurer – Megan; Secretary – Rachel
Committees – Yearbook – Lacei, Art Docent – Jen; Highland Halts Hunger – Amy; Run Club – Amy; Staff Appreciation – Joy; Events – Alexa; Watch Dogs – Boris; Spirit Wear - Maddie
- 2. Roll Call and Quorum** Rachel
Confirm attendance and quorum
- 3. Approval of Minutes** Rachel
Minutes from [previous meeting date]
- 4. Financial Report** Megan
Prior fiscal year recap and ending financial position
Reporting period: Reconciled through 08/31/2026
Bank balance: Available balance \$16,019.36 as of today, 9/24/26
Expenses since reconciliation: Welcome Back Breakfasts, Back 2 School BBQ, Spirit Wear (income to net against expenses)
Budget updates: Move Spirit Wear to the fundraising income line in current year budget - needs to be voted on
- 5. Principal or Administrator Report** Mrs Danielson / Staff Representative
[School news and upcoming schedule or facility changes]
- 6. Officer and Committee Reports** Various Committee Leaders
Volunteer needs and upcoming tasks needing assistance
Updates on ongoing projects (Yearbook, Harvest Festival dates)
Spirit Store Status
- 7. Unfinished Business** Maddie
ezScan Cards and Software for Mrs Boyer
Bike Rack
Mini Fridge and Microwave for Staff Lounge
- 8. New Business** Alexa
One Book One School – Request is in
Bylaws – Need to be voted on
- 9. Announcements and Upcoming Events** Brenna
Run Club -Friday 9/25; Volunteers Needed
Hot Dogs w/ Watch Dogs – Thursday 10/1 @ 6pm; Free Food
Picture Day – Wednesday 10/7
Next Meeting – Thursday 10/8 @ 4pm
APEX Fundraiser – 10/12-10/23; Fun Run Friday 10/23
Harvest Festival – Friday 10/30

10. Closing and Adjournment

Raffles

Thank you all for attending!

Alexa