

Ulis Newton Elementary School



**PTA Meeting Minutes
Board Meeting
8/20/25 at 3:30 pm
Newton Elementary/Virtual Meeting**

I. Attendees

Present	Gina Topor	Jennifer Troutman	Laura Turner-Moss	J.R. Moss
	Shannon Johanneck	Robin Anderson	Rebecca Hickey	

II. Call to Order: Meeting called to order by Gina Topor at 3:31 pm.

III. Agenda was presented and adopted.

IV. Officer Reports

A. President, Gina Topor

1. Gina Topor discussed code of conduct for board members.
2. Gina Topor discussed meeting behaviors and norms.
3. Gina Topor discussed bylaws. Rebecca Hickey reviewed the added Code of Ethics and Meeting Norms, as well as additional changes to the NEvada PTA template. Board members discussed adding that board members shall not win raffles. The board discussed adding a deadline for meeting norms on September 30th. Marketing will be added to the list of potential VP responsibilities. Shannon Johanneck will be VP of marketing for this school year. Rebecca added discussed changes to the bylaws. A vote was taken (see voting below). Rebecca Hickey will send the updated bylaws to board members.
4. Gina Topor shared that the Books and Burgers made \$300 from Aztec Burger. Jennifer Toutman picked up the check and Robin will deposit it.
5. Gina Topor discussed information for the One Hill Homecoming Parade. A meeting to discuss plans for Newton's participation on 8/28/25 at 3:20 for any families and staff and interested in supporting the Homecoming Parade. It was determined that this event will be a

Ulis Newton Elementary School



school-PTA collaboration. An announcement will be posted to ClassDojo.

6. Gina Topor discussed the removal of a board member due to missing three meetings (8/7/25, 8/14/25, 8/20/25). Attending board members agreed that a replacement is unnecessary. Gina Topor will communicate with the individual.

V. Voting

- A. Rebecca Hickey motioned a vote to adopt the presented bylaws, pending membership vote at the next general meeting. Gina Topor seconded the motion. The motion passed unanimously with attending board members.

VI. Announcements

- A. Upcoming events were announced: One Hill Homecoming Parade, Grandparents' Lunch.
- B. The next general meeting will be scheduled at a later time.

VII. Adjournment: The meeting was adjourned at 4:04 pm.

Meeting minutes approved on 9/18/25.

Rebecca Hickey

Rebecca Hickey

Newton PTA Secretary

9/18/2025

Date