

Attendance: Dr. Gerrans (non-voting), Lisa Blau, Amy Tucci Webert, Kathy Johnson, Jennifer Blue, Diane Deen (non-voting), Christine McHugh, Anson Fatland, Kimberlee Ely, Kelly Fulks

1) General Business

- a. Motion from Kelly Fulks to “Approve Minutes from 1/11/13 and General PTA 1/24/13” (second by Kathy Johnson, abstain Kimberlee Ely, approved by all other voting members in attendance)
- b. Financial Report: Lisa Blau
 - i. Direct Drive amount is smaller due to accounting correction (an additional \$19,000 coming in with next payment credit card cycle)
 - ii. Auction party funds still coming in
 - iii. Before/After school scholarship used all \$2000 last session, close to \$4000 ask for the first session
 1. \$1800 ask for the second session of Before/After school scholarship
 - a. Motion from Kelly Fulks to add an extra \$1000 in line item under operating expenses PTA program tuition assistance (second Kimberlee Ely, approved by all voting members in attendance)
 - iv. Volunteer coordinator, Playground Supervisors, Tutors pay allocated on the Treasurer’s Report
 - v. Professional development reimbursement paid
 - vi. Islandwood follow-up with \$500 in line item for 5th grade party (promotion), Dr. Gerrans will verify if the additional \$500 can go towards the grade party (promotion) or if it still needs to go towards the Islandwood bill
 - vii. Lawton Night at the Mariner’s event is no longer planned and line item can be removed
 - viii. Brainstorm ideas for budget excess if we have one in May
 - ix. May want to project more for Direct Drive if it will be our only fundraiser
- c. General Topics/Updates: Building Use Permits, Custodial Services, Bake Sales
 - i. Building Use Permits: PTA bake sale is for community building not for fundraising, paying custodial services on events like auction parties will need to be addressed as well as including custodial funds in before/after school programs into the fees for each program that will need additional cleaning
 - ii. Suggestion by Kimberlee Ely to have VP fill out building use permits and turn them in at the beginning of the year as done in previous years
 - iii. Distinguish between auction party and standard PTA events

- iv. General concern of how to isolate food to one area instead of within the entire for any after school event
- v. Dr. Gerrans expressed the concern of school liability for home baked goods on school grounds
- vi. Clarification regarding Custodians: Custodians are paid to clean the building due to school use. PTA is fiscal sponsor of before/after school enrichment.

2) January Event Report Out/February-March Event Planning

- a. 1/28, 2/11, 2/20 (Evening) Kindergarten Tours
 - i. 1st tour went well (we had 25-30 families), mostly neighborhood
 - ii. Another tour on the upcoming Monday
- b. 2/7 – Math Night
 - i. Brainstorm ideas of how to involve kindergarten – second grade?
 - ii. Investigating National Math Olympiad
- c. 2/9 – Father/Daughter Valentine’s Dance Party
 - i. 125 people (sold-out)
 - ii. Research Mother/son events (paintball?)
- d. 2/25 – 3/1 – World Cultures Week
 - i. Artists are working in the classroom
 - ii. Assembly on Friday afternoon
 - iii. 2/26 Market Day
- e. 2/28 – World Cultures Night
- f. 3/14 – PTA Bingo Night
 - i. Theme input, possibly sports
 - ii. Attendance question, Lisa Blau to research
 - iii. Positive: Dance contest, consultation prize, suggestion (we have wrist bracelets, cups, Frisbees)
 - iv. Negative: Black out bingo takes too much time

3) Topics for Discussion

- a. Budget Planning Process – February, March and April
 - i. Survey of General Member Priorities – February 18-28th
 - ii. Submission of School Priorities – February/March
 - 1. Survey to Staff going out, last year asked for priorities of programs, this year ask for priorities and dollar amount projections.

2. Tuesday morning BLT meeting should have results of projected enrollment
3. At the March 8th PTA Board Meeting a school projected ask should be submitted.
4. April 4th the PTA will be approving the budget as a board and will take to the General PTA Meeting on 4/25
- iii. Review of Priorities and Agree to Budget – March 8
- iv. PTA Board Approval – April 4
- v. PTA General Member Approval – April 25th
- b. Survey Questionnaire Review
 - i. Review questions and place in PTA President box for editing by February 14th (ideally 2/13)
 - ii. Sarah Terry will execute the survey
 - iii. Primary purpose of the survey and how we spend the finances from our PTA members
 - iv. Where do we capture possible program additions like roots of empathy and robotics program?
 - v. Decision on Doing Business Day still needed
 1. Desire to fill-out more electronic forms
 2. Concern regarding the forms online that we do not own
 3. Remove the student class list as a driver for the function
 4. Improve school paperwork explanation
 5. Change the atmosphere to a “Back to school fair”
 6. Consider the event to be a work day for teachers
 7. Suggestion to pre-populate some forms and place in physical folders
 8. Critical we get this right
 9. Folders were free because of advertising
 10. Administration papers were covered for a total of \$600
 11. Highly successful in recruiting PTA members
 12. Suggestion to remove Before/After School Enrichment enrollment from the Direct Drive, but also need to keep Before/After School Enrichment away from Direct Drive
 - 13.
- c. Vote Yes for Levy’s – Last Day to Vote – February 12th
 - i. PTA Article
- d. Spring Gala Update – What is the event if we are not going to do fundraising?

- i. Suggestion of Art Walk – one piece of art from every child
- ii. Suggestion for Auction Parties
- iii. Suggestion to not complete classroom art projects because of the time these take
- iv. Suggestion for Principal Experiences/Parking Spot
- v. Suggestion to raise funds on something on capital improvement project like playground
- vi. Recommendation the focus to be a social event
- vii. Tickets should cover the cost of the venue (under \$25) for admission

4) Committee Updates

- a. Nominating Committee – Cheryl Parks, Kimberlee Ely
 - i. Cheryl Parks has leads on Staff Liaison, VP, and President candidates
 - ii. Nominating Committee can make a recommendation to have only two VP positions without a PTA board vote
 - iii. Suggestion Head of Direct Drive should be in charge of Fundraising committee and should be on PTA board
 - 1. Given the Direct Drive is near the beginning of the school year, would this individual want to attend PTA board meetings the rest of the year?
 - iv. Christine McHugh needs list of candidates
- b. Volunteer, Advocacy Committee Update – Sarah Terry
- c. Community Building Update – Kathy Johnson, Kimberlee Ely
- d. Enrichment Committee Update – Elizabeth Hester, Krista Kelly
 - i. Dance teacher booked
 - ii. Leads on 5th grade legacy project to work on mural in playground, Julie Maxim writing a grant
 - iii. Outdoor education
 - iv. World Culture
 - v. Tuesday meeting for Spring Gala - 6:30pm Serendipity

5) Other Topics

- a. How to recruit finances for a capital project?
- b. Need to set a date for Fall Festival, suggestion for Friday/Saturday before Halloween
- c. Move A Thon is May 10th
 - i. Awards and Incentives Proposal

1. Discussion regarding awards for a “Spirit Winner” per grade (good citizen), boy/girl best athlete per grade determined by most laps, recommended all students turning in a fundraising form will be entered in a drawing for a grand prize