

AUGUST 18, 2017

PTA BOARD MEETING

ACTION ITEM	DUE DATE	STATUS	POC
Elizabeth link up with Jane Frantz to offer assistance for the membership push	asap	Initial contact made	Elizabeth
Elizabeth reach out to committee Chairs prior to board meetings to ask if they have any updates / items to address	Prior to all board meetings		Elizabeth
Elizabeth post announcement about Popsicles on the Playground on FB	completed		Elizabeth
Portrait fee agreement	TBD	Checking with Eliza	Sarah
PowerPoint for Back to School Night for Board review	September 4		Jenn
Post final budget to the website & promote on Facebook (possibly also hard copies hanging on the windows of the office)	September 1		Suzanne
Strategize ways to build community among other schools within our pyramid	TBD		Caren
	[Date]		
	[Date]		
	[Date]		

NOTES

Agenda items and notes below:

Review the draft budget. Utilizing the 2015-16 budget as a baseline and incorporating changes.

PTA Membership - Currently 808 students registered for the school year (50 more than last year) and lots of new parents and new Kinder families. Teachers will get a reduced rate for PTA membership. How can we support a big push for people to join the PTA? (some messaging ideas include: how much of the PTA's budget comes from membership, what does that money go toward/fund, what are the benefits of being part of the PTA). Look into some of the reasons why people are not joining the PTA (meeting times aren't convenient, etc.) and speak to those concerns directly. Jane Frantz is the Membership Chair. Elizabeth offered to reach out to Jane and offer help to support her beginning of the year push.

Photography fundraiser – there is some discussion about a larger % of the proceeds to the photographer. Sarah Jones is looking into this and discussing with Eliza Kircher (photographer) to determine the path forward.

Fun Run – spend the next year planning for the Fun Run fundraiser to alternate with the read-a-thon fundraiser. Goal is to have the first Fun Run fundraiser for the 18-19 school year. Final decision to be made after the Cougar Crawl.

Playground Refund line item – remove from the budget

Special Education committee will move to be under the Education Programs line

Classroom grants will be combined with Special Program Grants and will equate to about \$5K

Professional Development Incentives will increase by \$1K (which will be pulled from the classroom grants budget).

Hospitality and Staff Luncheons events will be increased by \$1K (the funding will come from the Cultural & Curricular Events because there is typically resources that could be reallocated at the end of the year).

Cougar Crawl expenses will be removed from the Parent Ed/ Comm Building line item

School improvement project is a longer term (several years) project – move some of the playground equipment and add new equipment. We will begin building the budget for this project.

PTA Budget currently has about \$16K in reserves now and will make a \$5k donation to the school to support the 1:1 device initiative. Barb will see what funds she can provide to add to this \$5k. The goal is to get one 6th grade class to the 1:1 technology ratio. The cost per device is about \$360.

This year's Read-A-thon fundraiser will also support the 1:1 technology initiative with the goal of equipping all 5th grade classes with 1:1 devices and additional technology needs (carts to store and charge devices, etc. – carts are upwards of \$1,000/cart). Messaging to the parents should highlight this as the goal of the fundraiser and specify that previous PTAs have supported the 1:1 for other grade levels (relay the “we are all in this together to support the school” regardless of whether your child is currently in 5th grade). Messaging should also include what are the advantages of 1:1, what are the classrooms doing with the technology. Barb mentioned the possibility of a Technology Open House with short sessions for parents to stop by and observe how they are being used in the classroom.

Schedule for Board Meetings/ Chair Meetings/ General Membership Meetings.

PTA Board meetings will be held once a month on Monday or Tuesday at 4:30pm. September Board meeting will be in September after back to school night.

General Membership meetings will be held every other month (varying days and times). **How can we draw in parents for meetings that we do not have a speaker?** Possibly FB live 1-2 early meetings to help drive engagement/participation in the meetings.

Elizabeth ask Chair people if there are any updates or items they want to provide information on prior to Board meetings.

Open House.

Open House is Friday. Sarah coordinating spirit wear sales and membership table.

Back to School Night.

1st General Membership meeting in the gym after Back to School Night activities. Topics discussed, will include:

- Budget
- Initiatives for the year
- Different roles of the PTA Board and Chairs
- Ways to get involved and volunteer
- Donations (any amount!)
- What are the advantages of being a member of the PTA.

Calendar items.

Popsicles on the Playground is Thursday, Aug 24th @ 7pm. For new families. Elizabeth post announcement on Facebook.

Teacher / Staff luncheon on Thursday, August 24th – set up is on Wednesday at 5pm.

**Meeting minutes were approved by the Board on 9/19/17.