

Meeting Minutes

Madison's Trust Elementary School PTA Board Meeting

Meeting Date: Tuesday, November 14, 2017 @ 9am

Meeting Location: MTES

Meeting Attendees: Kim P., Angela B., Siddhi S., Amber L., Jon G., Candy A., Ashley K., Karen M., Laura G., Robert R.

Call to Order- 9:04am

Approve Minutes from Last Meeting – Siddhi S., Candy A., Kim P.

Principal's Report – David S. was not present and no note provided.

Laura G. stated that a mural vendor was not selected at this time. Also, MTES is piloting a program for online report cards.

President Update –

- a. Hurricane Fund*
- b. Next General Meeting Topic – 1/16:* Consideration for a speaker. Idea also proposed for attendees to help decorate for the Family Gala.

Events Update –

- a. Drop N Shop – 12/2 10am-1pm*
 - 1. We need volunteers!
ACTION: Laura G. to ask for ROTC volunteers
- b. Family Gala & Silent Auction – 1/19 6:30-9:30pm*
 - 1. ACTION: Karen M., to design tickets to hand out in classrooms as incentive to boost sales.
 - 2. Consideration for 'Teacher Lip Sync' battle (4 teacher teams/2 minute songs).
- c. Staff Basketball Game vs CEE – 2/15*
 - 1. Action: Jon G. to chair event

Fundraising Update

- a. Spirit Wear*
 - 1. 8,123.10 exp, \$13,324.06 dep = \$5,200.96 balance: Budget - \$5000 exp, \$7500 dep = \$2500 balance
 - 2. Consideration to add Spirit Wear for Staff basketball game.
 - 3. Use a different vendor!!! Not satisfied with current vendor.
- b. Store Cards*

1. 312 cards linked – last year we had 303, total earnings YTD=\$867.94
2. \$225 in bonus earnings from Sept/Oct promo
3. Monthly newsletter

c. Spirit Nights

1. Chipotle scheduled for 11/29
2. 1/11 – Panera 4-8pm, south riding, 20%
3. **FEB – Moe's, south riding, 40% & 20%, book 2 dates- & have 2-3 volunteers? Zava Zone, 30% – weekday evening only M-TH?**
4. **4/26 – Chick-fil-A, at the school, 15%, pre-orders and payment – JOTFORM??**
5. May – Sweet Frog, 25%, waiting on date

d. Lace Up for Learning

1. We won \$500 bonus and Spirit Award!! – 26.5% school's enrollment participated! - **\$2,392.32 earned for MTES**
2. 3rd place Registration proceeds- Rockridge 19.73%, Legacy 19.13%, MTES 14.12%
3. Popcorn Contest by class

e. Box Tops

1. Box tops collected 11/1 = 4,748 = \$474.80 + \$336.60 collected from June + \$12.80 from bonus app = \$824.20 total, for Dec check
2. Box Top App, Box Top promo with Walmart any 5 for 50 bonus box tops (\$5)
3. Collection Drive via BT website- send to friends/relatives/coworkers to pledge box tops for MTES
4. Contest for next run

f. Sponsors

1. Costa – waiting on ad – need to post on FB
2. \$10,750 total – Little Smiles - \$1000 & Crest - \$1,500 = \$13,250 total in sponsorship
3. Added \$400 – one time event sponsor
4. Sponsors highlighted in Nov newsletter

g. Holiday Shoppe

1. Penguin Patch committed for 12/2 Drop & Shop and 12/5 & 12/6 – **Volunteers Needed**

h. Silent Auction

1. 11/9 Meeting Update – **NEED VOLUNTEERS!**
2. School Related Auction Items - **NEED APPROVAL:**
 - Reserved Seats for 5th grade graduation - Consideration to reserve 20 seats
 - Principal & Secretary for the day - this would be for a student - we don't have to do the entire day obviously but maybe an hour or two?
 - PM announcer for the day or week- Consideration for a week of guest announcers
 - Lunch with the principal/vice principal/favorite teacher
 - Homework Hall Passes
 - Extra recess
 - Incident Commander- Student gets to pull the fire alarm during fire drill
 - Other ideas?

Treasurer's Update

a. Treasurer's Report

1. October Reconciliation- Taxes are filed. Cost is \$300.
2. Income/Expenses Status

b. Watch DOGs Dad – parking sign- The board will not accept this request.

Secretary's Update - School Supply Kit research is underway and will select a vendor 1/18.

ASEP-

a. Key Dates for Winter ASEP

1. 12/11 – sneak peak of winter catalog
2. 1/8 - PTA member registration
3. 1/10 – registration open for all
4. 1/14 – registration closes
5. 1/22 – classes start
6. 3/18 – classes end (make-ups week of 3/19)

b. Vote on Change to Teacher Compensation

1. Standard Fee (\$125) + Reasonable Supply Fee

Volunteer-

- c. Action: Send Jon G. all sign-up Genius lists for distribution.

Action Items

Item	Assigned	Due Date	Status
Brainstorm for January General Membership meeting to encourage attendance. Ideas to consider include inviting a guest speaker, decorate for Family Gala.	Board Members		
Create Family Gala ticket template	Karen		
Jon G. to chair Staff Basketball Game (SBG)	Jon		
Send Little Smiles Ad to newsletter e-mail	Candy		
Design SBG t-shirt	Joy & Angela B.		
E-mail all 'sign-up genius' pages to Jon G	Board Members	November 17	
Advertise Staff Appreciation	Karen		
ROTC for volunteer support for Drop n' Shop event	Laura G.		
E-mail teachers for Grade Level Donations for the Silent Auction			

Adjournment- 11:03AM

