

# MEETING MINUTES

## Madison's Trust Elementary School PTA Board Meeting

Meeting Date: Tuesday, April 10, 2018

Meeting Location: MTES

Attendees: Candy A., Angela B., Siddhi S., Kim P., Robert R., Pavan, Amber L., Dave S.

1. Call to Order- 9:15AM
2. Approve Minutes from Last Meeting – Kim P., Candy A.
3. Principal's Report –
  - a. *Mural* – Great response from MTES community. Mural looks great! Painter added more characters and is asking for an *additional \$1500*. Public will vote on additional spend at the 5/22 public meeting.
  - b. *SOL Breakfast* - \$660+tax and consideration for Costco to deliver.
  - c. *Real Talk*- Looking forward to the meeting which will highlight changes and expectation for the 2018-19 school year.
  - d. *Staff Shirts for next year*- Looking for a sponsor.
  - e. *Upcoming Events*
    - This is Us
    - Fitness Nights
4. President Update –
  - a. *Nominations Committee*
    - We need to go through the motions and allow people to run from the floor against us
    - Karen said she'd serve on the committee. We need 2 other people to come to the meeting and be there to count, just in case...
  - b. *Next General Meeting*
    - Vote
    - Present on Committee Chair positions that are open
    - Anything else we want to include in the meeting
      - Include PTA accomplishments
      - Vote on additional spend for the library mural
      - BINGO!
      - Staff Appreciation Highlights
      - Committee Chair openings
      - Update by-laws for members who have served 2 years in the same position.
  - c. *Committee Chair Positions*
    - Lace Up - Open position. Consideration for a co-chair to help with this position.
    - Box Tops & Store Cards - Jen Shah
    - Spirit Wear - Joy will come back – but she wants to post now for a committee head partner.
      - Possibly need to update bylaws?
    - Staff Appreciation – Open position
    - ASEP – Lisa & Ashley are willing to come back
    - STEM -
    - Communications – Karen is willing to come back but we talked about possibly making this a co-chair position since it's hard for her to come to the meetings with her job and it does make it easier to do the job if someone is in the meeting and know what is coming. Plus none of the leads below her ended up helping much so the job was bigger than originally thought. Maybe Jen – the one moving from Texas?

- Membership – Michelle Lucas expressed possible interest
- Concessions - Jon G?
- Holiday Shoppe – Amber Lipple
- Any other Fundraising committee chairs we want to try to fill?
- d. *PTA Survey* – Amber L. responsible for organizing survey.
- e. *Kindergarten Assessment Day* – April 25th-26th? PTA to set up a small table with a small giveaway and general information.
- f. *Kindergarten Info Night idea*- PTA Board was not in favor of this idea and will move forward with scheduled back to school events.

## 5. Events Update

- a. *This is Us – Thursday, April 19<sup>th</sup> @ 6pm*
  - PTA will be providing: pizza from Scottos, app trays from Wegmans, paper products and waters
  - Siddhi – taking care of an American display
  - Volunteers are needed – Signup genius is created for parents and teachers to sign up. Mr. Stewart will communicate the sign-up genius link.
- b. *Staff Appreciation Week – May 7<sup>th</sup> – 11<sup>th</sup>*
  - Lis talking to Wegmans about offering us a deal for food the whole week
  - Other plans are coming along.
  - Few meetings already scheduled if anyone wants to help with decorations.
- c. *BINGO & Ice Cream Social – Friday, June 1st*

## 6. Fundraising Update

- a. *Spirits Nights*
  - 4/23 – Chick-fil-A, South Riding 5-8pm, 10-15%, 5/15 - Coal Fire
  - 5<sup>th</sup> grade – Sweet Frog 5/17 3-7pm
  - CJR Martial Arts – Parents Night Out – this Friday – can we send out email blast?
    - 100 kids max - \$35 pkid, \$15 add kid, \$30/\$10 if register early
    - only 10 kids registered as of 4/9
- b. *Store Cards*
  - Harris Teeter Sweepstakes winner - \$100 GC, plus parent Sherry Fitzsimmons was a \$100 winner
- c. *Spirit Wear*
  - Next Year design?
- d. *Sponsors*
  - Breakfast date- Tentatively scheduled for May 25th at 8:30AM
  - Need to order plaques

## 7. Treasurer's Update

- a. *Treasurer's Report*
  - March Reconciliation
  - Income/Expenses Status
    - Parents' Night Out
      - Money in: \$148.47
      - Money Out: \$0
    - Reading Under Stars
      - Money in: \$0
      - Money Out: \$238.38
    - Admin Discretionary – Ice cream
      - Money in: \$0
      - Money out: \$540.00
    - ASEP
      - Money in: \$62.50
      - Money out: \$1755
    - Science Olympiad
      - Money In \$0.00
      - Money out: \$0
    - Staff Appreciation:

- Money In: \$0                      Money Out: \$216.81
- Spirit Wear
  - Money In: \$149.12              Money Out: \$0
- Technology - iPads
  - Money In: \$0                      Money Out: \$25,410
- This Is Us
  - Money In: \$0                      Money Out: \$69.90
- Watch DOGS
  - Money In: \$0                      Money Out: \$41.81
- Staff Basketball – Post Luncheon
  - Money In: \$0                      Money Out: \$495
- YTD:
  - Money in: \$214,509.19      Money Out: \$150,862.79

*b. Insurance and money minders for next year*

*c. OOTM reimbursement*

*d. Teacher Grants*

## 8. Secretary's Update

## 9. STEM Academic Programs

*a. Awards Ceremony*

## 10. ASEP –

*a. Spring ASEP*

- 200 registrants (compared to 195 in winter & 213 in fall). 300 total classes

*b. Summer Camp*

- Flex Academies
- Weekly sessions running from June 18 – July 27. No camp the week of July 4
- Full day, half day, extended care, lunch options
- Teachers can apply to be camp counselors and/or camp director
- MTES PTA takes 10% of gross income
- Registration is open through early June
- All weeks have met minimum capacity – total as of 4/5 – 78 registrants (about \$1300 for PTA)

*b. ASEP 2018-2019*

- Flex Academies will run the entire program for 15% of tuition.
  - Includes
    - Processing credit cards
    - Paying all vendors including teachers
    - Negotiating contracts with vendors & payment terms with teachers
    - Onsite coordinator; no more volunteers (no free classes)
    - Communications sent out to parents every week

## 11. Membership

## 12. Volunteer

*a. Sign Up Genius*

*b. Volunteer Thank You Breakfast*

*c. Volunteer Gifts*

## 13. Communications

## 14. Action Items

Item	Assigned	Due Date	Status
STEM funds for STEM at School	Laura Ganley		

15. New Business

16. Adjournment- 11:05AM