

Madison's Trust Elementary School (MTES)
PTA Executive Board Meeting
July 8th, 2016

Meeting Attendees

- Sam N., Ashley T., Michelle L., Siddhi S., Laura G., Beth C., Angela , Kim P., Joy D.

1. Calling the meeting to order

- President Sam N. called the meeting to order at 12:06 PM

2. President's Update

- Welcomed Vice Principal Laura G. to the team.
- Leadership Training for the executive committee is to be held on 7/14-7/16 in Richmond.
 - Discussed the cost and the Reimbursement .
 - VAPTA has granted 2 admissions and up to 2 hotel nights for free.
 - Reimbursement was tabled and how the cost would be split between the 5 of the committee members.
- Square Fees & Sales taxes were discussed.
 - Square fees will be passed on to the purchaser to recoup the fee square charges the PTA. This will be posted on the Facebook page.
 - Joy will include the square fee being passed on the poster for Popsicles with the principal event.
 - Current decision was made to no charge sales tax- but Michelle is still checking with Donna C. at VA PTA.
- Website Progress was discussed.
 - Due to the time constraints and the school opening in a few weeks, an website in a box was discussed.
 - Ashley T made a motion to use MyPTA.org as the website hosting service; Kim P & Laura G. second the motion. It passed with an anonymous vote.
 - Siddhi will register MTES PTA on myPTA.org and will work with Kim P. and Ravi (Website Chair) on the site.

3. Principal / Vice Principal Update

- Vice Principal Laura attended and provided update. (Mr. Stewart was on PTO).
- Requested time on the next PTA Board Face to Face meeting agenda to present feedback from the retreat and the discuss the mission / vision statement for the school.
- Building is progressing, still not occupancy permit.
- Plans on track for landscaping.
- Requested the Summer Reading Program be posted on the PTA FaceBook Page . (Ashley T. has already updated the page with the information).
- Requested PTA contact list. Siddhi to provide.

4. VP of Events

- Popsicles with the Principal is on 7/12 at 5:30 PM – 7:30 PM.
- Requesting PTA members show up a 5 PM to setup.
- We will need 5 tables, 12 chairs, 4 tents , and trash cans.
 - Sam will try to get the Tables & Chairs donated from an event person in the community.

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- Kim P. will pick up \$200 in petty cash for membership & Spirit Wear check from Chintan, and Ashley will be the 2nd signer and ensure it's cashed out.
 - Siddhi confirmed the PTA has 2 Cash Boxes.
- Teacher / Staff appreciation lunch on 8/26 at 11:30 AM.
- Dates for the following events:
 - Movie Night- 9/16
 - Education Night September- 9/29
 - Tears & Cheers – 8/29

5. VP of Fundraising

- Harris Teeter is sending us a Check for Together in Education
- Michelle is following up with all the folks who received the sponsorship letter
- Still in need of someone on to wear the Mascot on 7/12.
- Spirit wear update:
 - Joy will be at the 7/12 event selling spirit wear, at an introductory price for the T-Shirts.
 - Magnets have been ordered and will be her after the events, but we can take pre-orders at the event.
 - Joy will also be looking into ordering adult wear for parents and teacher.
 - Current prices: Regular prices: Solid shirt (\$15) Tie-dye (\$17), intro prices of solid (\$12), Tie-dye (\$15)
- Per Laura G's request the Teachers will be sold the spirit wear at the introduction price even after school opening.
- Board agreed to provide the logo designer's student a free T-Shirt.

6. Treasurer

- He is awaiting the tax exempt status.

7. Secretary

- Website was discussed under the president's agenda.
- School Supplies- as of 7/6, we have had 77 kits orders. Profit of \$386 as of 7/6.
 - Requested list from Laura G. of grades/ gender to use the profits to buy for those who can't.
- Committee Chair for Outdoor Garden had to step down. Will reach out other members on the committee.
- Diversity committee will also focus on inclusion. Working on another meeting in the summer.
- WATCH D.O.G.S-Kit has been ordered. They are awaiting confirmation of training being attended.
- Chesterbrook Academy- They will be donating \$2000 to the PTA and will provide 300 bottles for the Popsicles with the Principal event.

8. Upcoming Meetings

- 7/22 Face to Face at 1 PM
- 8/12- Face to Face at 1 PM

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9. Meeting Adjourned.

- The meeting was adjourned the meeting at 1:45.