



**PTA Exec Board Meeting  
October 7, 2016**

*PTA:* Tammy Jones, Jenn Saxton, Jessica Stanfield, Molly Bilderback, Pam Blake, Stowe Demarest

**President:**

- Prior meeting minutes approved
- 1st committee chair meeting took place; minutes distributed to Exec Board
- Tammy/Ms Hall meeting moved to Thursday AM; questions submitted to Tammy now by Wed
- 3 cafeteria workers and 3 custodial workers will be sponsored by the exec board - \$25 gift card from each of us (PTA funded) @ Xmas and EOY (\$150/staff @ each event). Start next year's budget w/a line item for support staff appreciation
- New parent party scheduled for Thurs, Oct 18th, 6:30-8:30. Encourage all board members to attend if easy to do w/childcare, but not mandatory
- Closing night of Book Fair on Thurs, 10/27 – if anyone available to sign-up for shifts that evening please do so (hardest timeframe to cover)
- PTA membership est. around 425
- Should check distribution signed by Ms Hall always come from TTS? Consensus was yes.

**Principal:**

- Rec'd approval to add three new teachers this year, but since enrollment didn't change, CMS asked for give-back of two of them. Final is for Dilworth to lose one, taking from K (since K w/less students). Ms Sanna raised hand to leave and has already landed at Sharon Elementary. Notification to impacted classes has taken place, but word got out publicly before Dilworth notified.

**Financial Report:**

- Dragonfest – Molly would like to get a budget increase for this year
  - Lots of discussion on how to handle annual budget going forward
  - Final decision is to account for prepaids in the year incurred – approx \$3,700 for this year
  - Refer to Dragonfest spreadsheet prepared by committee for this year's detail
  - Still has 52 volunteer spots to fill. Board members need to sign up if haven't already

- Need to get word out on meal tickets – if rains lose a lot of \$ on set-up, etc. so the more meals we sell the more we make.
- SPARK – currently at roughly \$75k raised plus another \$9k in matching
  - Waiting for some prizes to still come through, but have added more prizes this year so more kids will win something
  - Couldn't get Top Cats (Hornets dancers), but still trying to get the Hornets

#### VP of Fundraising:

- Eventbrite discussion on costs and other potential options
  - Eventbrite only free for free events (cost for paid ticket events around 5% of ticket price)
  - Want to use this or something similar for parent party and that committee ready to get invitations finalized in next 6-8 weeks and want to include link
- Directory – 19 committed ads w/1 more coming in. Have collected 11 ads and 10 checks. Calendar page and back cover prime space – should we charge more for these? Still on track to deliver week of 10/24
- Book Fair – encourage parents/board members to sign-up to help
- Tip The Scales – committee starting soon and trying to pull together members. Hoping to have Ms Hall's "wish list" soon

#### VP of Marketing and Communications:

- Prospective parents open house Oct 19th – yard signs are out; have sent info to all the schools; looking for volunteers; materials have printed; in need of two more tour guides for that morning
  - Any specific info Ms Hall wants mentioned? Is there a talking pts doc?
  - Ongoing tours will be held first Thurs of every month following the open house
- Spirit Wear – need a chip reader (approval to order one @ \$50)
  - Planning to do some pop-up store hours before the holidays
  - Mannequin in office is great addition
  - Will do some markdowns right before the holidays
  - Water bottles almost sold out (want to bulk order more)
- Lobby Guards are in – Jessica putting together list of folks that should get them. Will need to do a one-time set-up @ computer station w/pic and then will be able to just swipe and type in limited info
  - Cannot do hard cards (Ms Hall said no)
- Advertising – would like to offer custom bundling packages for advertisers
- Sponsors are very sensitive, want to be sure if they don't do bundle they won't lose their spot
  - Is there opportunity to advertise in the newsletter? Sponsors would be interested if so.
- Suggestion to put together an advertising committee (informally) to discuss and generate ideas (Jessica to work on)

- Jessica looking into whether or not sign-up genius (e.g. media center) can be cleaned up regularly (at least monthly) to delete past dates so folks don't have to scroll down so far, especially as we get further into the year.

#### VP of Student Support

- New parent party at Abbot's house on 10/18 – 28 rsvps so far
- Cultural Arts – 2 assemblies lined up so far. Waiting for Ms Hall to give dates/times to finalize remaining bookings.
- Family Fun Nights – lack of response/involvement from committee chairs (all men). Molly pretty much running the basketball event
  - Basketball event will have 2 food trucks (Libretto's and Plated Palette) and King of Pop's. Volunteers still needed (sign-up genius). Ms Hall will encourage teachers to play (low participation last year).
- Service Learning – met to discuss potential projects and what to focus on.
  - Looking at something animal based – maybe dog adoption
  - Trying to enhance the program to connect everything together so the kids aren't just doing the activity, but then having further discussion after the fact to tie everything together.
- Parent Party – Sat, March 4th @ Dilworth Bar & Grill; invitations printed in next 6-8 weeks and want to do online billpay
- Odyssey of the Mind – 2 Robotics teams this year; Lego Robotics tournament in Dec
- Learning Buddies – 33 volunteers; consideration of looking into using HS IB students?

#### VP of Staff Support:

- Tree Banding – if already in budget, fine to fund, but if would require an increase probably no or at least would need to go through the PTA.
- Walk to school was great and looking for next year's replacement for Astrid
- Carpool – now have two crossing guards, which has helped w/issues @ Berkeley & Myrtle. Still have issues w/parents dropping kids off @ bus entrance and driving wrong way down school exit off of Euclid.
- Room parents are all set, all spots filled
- Bus Driver Appreciation – 18-20 total staff combined
  - Discussion about providing monthly or quarterly (leaning towards monthly) tokens of appreciation such as cookies, cupcakes, notes, etc.
  - Coach Davis and Ms Crawford have offered to distribute at drop-off/pick-up or we could use parent volunteers.
  - Where to put it under? Maybe under Green Team? Or maybe Student Council could lead it?
  - Final thought is for a parent to sign-up to organize each time and utilize the student council to manage once up and running w/Coach Davis and Ms Crawford to distribute.