ACES PTA Board Meeting (10/19/2017)

October 19th, 2017 [Board Meeting Minutes](http://www.abbottscreekpta.org/pta-meeting-minutes.html)

5:30pm [General Meeting Minutes](http://www.abbottscreekpta.org/pta-meeting-minutes.html)

[2017-2018 Committees](https://docs.google.com/spreadsheets/d/1v12X_wGXp2_DagJzty05_xnLiUQ4jSdObeCUFbkYyqI/edit#gid=836576003)

[2017-2018 Calendar of Events](https://docs.google.com/document/d/1SgLnN6-iLbfakg9gOquX3OvQI9mxm4KKY8RbPHOhLvg/edit)

# Attendees: Laura Bowman, Lauren Jones, Mary Mudryk, Aimee Dudley, Jodi Bulmer, Jen Gallagher, Marla Binker, Becky Holt, Kim Paradise, Charissa Sturino, Scott Schnack, Stacy Darwin

# Officer Reports

**Vice President (Hospitality & Volunteering)**

* Note for Teacher Reps: PTA is not coordinating room parents, teachers should not be sending parents to the PTA - we have a Room Parents MemberHub site that we will populate with Teacher Appreciation information, but we are not coordinating individual classroom / teachers needs.
* Teacher Appreciation
  + 10/20 (Favorite Flower) Soup/Salad Catered Lunch
    - *Wake Family Law would like to sponsor the February Teacher Appreciation Luncheon, at $300, additional coverage will come from the PTA Dis. fund.*
  + 11/21 Teacher Breakfast
  + 12/21 (Expression of Thanks) Holiday Dessert Bar
    - Dessert donations from ACES families, yum!
    - This will be a bake off. Whoever wins the competition will get an ACES prize pack
  + January – K Cup drive to stock the break room
  + 02/09 (School Supply) Sassool Catered Lunch
    - *CARE Realty would like to sponsor the February Teacher Appreciation Luncheon, at $300*
  + 05/11 (Teacher Favorite) Taco Bar Catered Lunch
    - *Would be awesome to get this one catered at $500!*

**Room Parents – The PTA is not coordinating room parents this year. Teachers are handling on an individual basis. Discussion about doing some tutorials on Member Hub, how to use the tools available to help room parents (Member Hub, Shutterfly, FB, etc). We will message Member Hub, offer training/grade level hubs to disseminate anything that may be helpful.**

**Book Fair**

* Book Fair Update w/ Mrs. Darwin (will kick off meeting with this topic so we can all be on the same page about how Book Fair will run this year - no surprises like last year)
* Signature Book Fair this year – will have 13-15 cases. 15 tables of books
* 11/21 set up date from 9-12pm. Scholastic will send people to help, 8 volunteers are needed. Mrs. Darwin will write down when she needs help and Laura will create a Sign Up Genius.
* First day of book fair Nov 27. First couple of days may just be preview days vs buying days. The book fair will go 2 full weeks. Last morning of sales Thursday, 12/7.
* Theme is Wild Wild West
* Children in Backpack Buddies program will get $10 to spend on books. Mrs. Darwin will create gift certificates for them to present.
* Money will be counted after carpool each day.
* Book fair will be packed up afternoon of 12/7 and Scholastic will pick up on 12/8
* Need 3 table donations. Aimee Dudley can get them from her work.
* Would like to do a Parents Only morning since it’s around the holidays. Can use budget for donuts and coffee. Possibly 12/7.
* There will also be a night for families to come and shop. May coordinate with another event with Sue Reynolds to bring people in – story teller, chorus performance. Targeting 12/4.
* An online book fair will also be set up. Books will be shipped free to the school but tax will be charged
  + Committee
    - Marla Binker
    - Karen Segal [ksegal79@gmail.com](mailto:ksegal79@gmail.com)
    - Jamie Branham [jamie\_branham@yahoo.com](mailto:jamie_branham@yahoo.com)
    - Joanna Monahan [joannamonahan27@gmail.com](mailto:joannamonahan27@gmail.com)
    - Shelley Abel
    - Beth Smith
    - Becky Eschenberg

**President**

* We are up to date on National Dues and in good standing with Wake PTA. We owe Oct. membership for cash/check purchases.
* Certificate of Insurance – has not come back yet. Money is out. We owe it back to Wake County.
* Outdoor classrooms / shade structures
  + We have filled out facility modification forms and we are now waiting on the final contract. We will officially have to define pin placement (off the field) and then submit paperwork to Elizabeth.
* Yearbook club will kick off soon, run by Nancy Tan & Heather Godwin. For 4th and 5th graders.
* No takers on running Chess Club or Jump Rope Club
* SIP positions filled – Mary Mudryk to fill
* Enrollment Proposal / Class Size Mandate updates
* Please remind teachers to (1) join PTA and (2) submit check request reimbursements by end of December. $593 has been paid out to date.
* Grant proposal (Mr. Ford) – Laura to meet with Mr. Ford
* See Spot Read - First read complete, big thanks to Meredith Hightower for her coordination

**Vice President (Fundraising)**

* Making Great Gators Campaign – About 2K submitted so far. 30K goal.
  + This year we have online donations set up!! Whoo!!
    - <https://aces.memberhub.com/payment_requests/45>
  + T-Shirts are ordered, should be delivered 10/20 / Bracelets are ordered / Camp Gladiator on board to handle the day of events
  + If parents donate online, they need to provide child’s name so the child gets credit.
* Spirit Nights
  + Chick-Fil-A 10/16 - pretty good turnout. Don’t have $$ amount yet.
  + Milton’s 11/28
  + Marco’s 12/12
  + McDonalds 01/17

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**Treasurer**

* Monthly report
* Current account balance 33K
* Need to write checks for authors
* $940 in direct donations
* $438 for big box grocery stores
* Check from Harris Teeter – almost $200

# Committee Reports

**Spirit Wear**

* Drive complete!
* Order will be sent to ACES in mid November.
* 6K in online sales – gross, 3K gross on forms

**Audit Committee**

* Tentatively planning to meet first week of November.
* Reconciled June-August, September is ready to go
* Money policy will be put in binder
* Need to make sure every piece of paper, website, anything requesting check – have to have the policy. Ex. If a check bounces, person owes PTA $20.
* Sales tax refund – do we file? Has to come out of PTA money to be reimbursed. PTA president or teacher representative, for example, would not be able to be reimbursed

**Advocacy Committee**

* Internet Safety
  + Charissa has worked with Ms. Bigelow to coordinate an internet safety update for each PTA newsletter
* Walk to School Day
  + Planning in place with Laura Kilcrease, walk will be early November
  + Promotes health and physical fitness. Meet at Landfill Park and walk to school
* Note in the Pocket Clothing and Food Drive (will be in November)
* Angel Tree (Will be in November / December)
* SEIC Update
* Parent Internet Safety in January

**Cultural Arts**

* In October, Leni Newell (Artst in Residence) will inspire our 5th grade students to create large, vibrant, fabric banners for our Cafe! This is part 2 of our two-year cafe banner project. How exciting for our 5th graders to create a permanent legacy for their school.
* On November 16, Number Drummer will present an amazing interactive math & music performance. Everyone will play an instrument.
* Our final performance will be Digeridoo Down Under on February 8th. They will introduce our children to Australian Music & caring for our environment. Have you ever seen anyone play a didgeridoo?
* Won an additional $300 cultural arts grant

**Membership**

* We have 194 members so far!

**Reflections**

* We are signed up for the Reflections program again this year. The theme is Within Reach. Dues have been paid.
* Email and social media posts have been sent out.

**Communication Committee**

* Thank you Marla for the amazing October Newsletter!

# Other Reports

**Principal**

* Mrs. Trantham was unable to attend.

**Teachers**

* **Nothing from the teachers.**

# Adjourn Meeting

6:00pm