ACES PTA Board Meeting (8/10/2017)

August 10th, 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, Paula Trantham, Jen Gallagher, Mary Mudryk, Scott Schnack, Charissa Sturino

# Officer Reports

**President**

* Nomination : Jennifer Gallagher / Marla Binker to be our PTA Board Member at Large this school year
* Nomination : Jodi Bulmer for Audit Chair
* Nomination : Charissa Sturino and Hannah Sargent for Advocacy Co-Chair
	+ Board unanimously approved the nominations of the above people in the above positions.
* Sign [Code of Ethics Policy](http://www.abbottscreekpta.org/uploads/5/8/3/1/58314055/aces_code-of-ethics.pdf) and [Conflict of Interest Acknowledgement](http://www.abbottscreekpta.org/pta-forms--policies.html)
	+ Board signed all necessary documents.
* Review [Calendar of Events](https://docs.google.com/document/d/1SgLnN6-iLbfakg9gOquX3OvQI9mxm4KKY8RbPHOhLvg/edit)
* Please [join the PTA](https://aces.memberhub.com/dues) and MemberHub (which will be used for membership)
	+ Will have computers set up to join the PTA during Meet the Teacher and other events at beginning of year.
* Book Fair
	+ Will be from 11/27 to 12/1
	+ Will be run by Mrs. Darwin and a committee, including members of the BOD
		- Committee of 10 parents already formed to help with the Book Fair
* School Supply drive will be from Meet the Teacher to Open House / Hannah is creating collection boxes
	+ We will collect basic supplies and snacks to be provided to our students in need
* Outdoor classrooms / shade structures - how can we proceed this year?
	+ 20K budget that we carried from last year. We must spend it this year on shade structures. Contract is ready to go with the county to put in the structures, need to nail down locations. Will re-engage Jill to help. Paula has sent an email to Elizabeth regarding locations.
* Corporate Sponsorship / Laura Kilcrease is canvassing for sponsors now
	+ Michael Terbet with Coldwell Banker Howard Perry & Walston (Homework Folders)
	+ Spencer Properties
	+ Galligan Family Dentistry
	+ CARE Realty
	+ Brandon Reece with Allstate?? – Need to confirm they will continue to sponsor.
		- Laura Kilcrease going to help look for additional corporate support.
		- Charissa is going to talk with Laura about getting Compost Now to help sponsor.
* Agendas
	+ Ordered and should arrive in two weeks - we will be invoiced at about $1300
		- 1st, 4th and 5th grades only grades using agendas
* Waste Reduction Grant / $168 for recycle trash cans and plastic bins
	+ Krista is completing a grant form
	+ Goal is to reduce waste in the cafeteria
* Clubs
	+ Jump Rope
		- Croy cannot do it the first ½ of the year, do we want a parent volunteer?
			* Will put it out there to see if a parent wants to lead
	+ SGA
		- This was Mr. Hamilton’s club, should we make efforts to keep it?
			* Will see if there are parents who want to lead
	+ Yearbook
		- Ms. Bigelow is not going have a year book club this year, I do have two parents willing to take it on, but it may not be in the form of a club
			* Nancy willing to run it as a club so we can keep kids involved
	+ New Crew
		- This will not be a club this year, but will be incorporated into the Investigations special
	+ Art Club
		- If Mr. Imfeld has an art club, parents have asked that he split it into sessions if possible
	+ Kidz Art / Club Scientific
		- Are both coming back this year?
			* Club Scientific was sold so not sure if they will come back. Going to take it off website.
	+ Robotics
		- Ms. Bigelow is looking into a Robotics Club
			* Looking into other people to help
	+ Harry Potter
		- Mrs. Darwin will likely have a Harry Potter club that meets at lunch time

Have funding to bring in two additional clubs.

**Vice President (Fundraising)**

* Fun Run date is set for 10/26
	+ Fun Run sponsors right now are Galligan (bracelets) and Spencer (in some capacity)
		- Discussion about having a campaign around the Fun Run. Make the Fun Run the culminating event at the end of the campaign.
		- Did budget for t-shirts this year. If we can get a donor, we’d need about 3K.
		- Discussion about bringing in jugs of water or big coolers vs a ton of water bottles. McDonalds will fill them for us at no charge.
		- Can take Fun Run donations through Member Hub

**Vice President (Hospitality & Volunteering)**

 **7 people on committee.**

* 8/20 : Chalk the school event
	+ PTA will offer popsicles, families bring chalk
* 8/21 : Welcome Back Faculty Breakfast
	+ Sign up is out to the families and donations are almost complete
	+ Starbucks, McDonalds and Big Apple Bagels donating
	+ $200 allotted budget but probably will not use all of it
* 8/23: Class List Popsicle Party!
	+ Playground 4-6. PTA will supply popsicles
* 8/25 : Meet the Teacher 1st-5th (11am to 1pm)
	+ PTA will be in the cafeteria
* 9/01: Meet the Teacher Kindergarten (12pm to 1:30) - PTA will provide lollipops
* 9/05 : Tissues and Tears
	+ Hannah Sargeant running this
* CARE Realty would like to sponsor the February Teacher Appreciation Luncheon, at $500
* Teacher Appreciation plan for the school year is to have themes on different days throughout the year
	+ 10/20 Teacher Appreciation Day – Teacher’s favorite flower. Catered lunch for soup and salad
	+ 12/21 – Expression of thanks – notes from children. Parent donated dessert bar
	+ 2/9 – School supply drive to replenish supplies. Sassool to cater lunch. Care Realty is going to sponsor.
	+ 5/11 – During actual Teacher Appreciation week. Kids can bring teacher favorite item. Gonza will provide taco bar.
* There are meetings with lead teachers throughout the year (9 meetings). Will provide treats for teachers during those meetings. Will also maintain k cups and treats on tables in lounge/conference rooms, etc.

**Treasurer**

* Review [2017-2018 DRAFT BUDGET](http://www.abbottscreekpta.org/allocation-of-funds.html) (updated today) / Vote on Budget
	+ Pretty similar to last year
	+ $500 expense for book fair added. May or may not need to use
	+ See Spot Read line item added. PTA will work with Lisa and coordinate throughout the year
	+ Put Agendas and Technology together so we can increase the number of iPads.
	+ BackPack Buddies and SEIC (Special Education Inclusion) line item went up for more focus on Advocacy
	+ Discussed other Advocacy options that would require budget. Follow up being done.

* 2016 - 2017 Year End Audit
* Sales Tax Refund / Insurance / Software

**At-Large**

* Welcome back Jennifer!
* Welcome aboard Marla!

# Committee Reports

**Spirit Wear**

* We will be using the same company as last year and again offering one drive in the Fall.

**Audit Committee**

* Jodi Bulmer has volunteered to head the Audit Committee!

**Advocacy Committee**

* Legislature / Policy
	+ How do we need to help with things like HB13 this year?
		- Paula and Laura will discuss how to handle things at ACES
* General
	+ Internet Safety
	+ Wake Up and Read
	+ Backpack Buddies Drives
	+ Giving Tuesday
		- <https://www.givingtuesday.org/>
		- <https://www.givingtuesday.org/sites/default/files/2017-07/Ideas%20%26%20Examples%20-%20Schools%20%282%29.pdf>
* SEIC
	+ Vision : Increase the resources available to our teachers to adequately manage their classrooms and to increase the resources available to and for parents to help navigate the world of differently abled children, helping both learning delaye and AIG students.
		- Classroom resources (slant boards, pencil grips, triple ruled paper, color strips)
		- Mindfulness App ($45 / subscription) + calming support resources
		- Lending Library
		- AIG Support Group
		- Special Needs Support Group

**Cultural Arts**

* Susan Reynolds leading Cultural Arts

**Membership**

* We will be using MemberHub for managing membership (we have to).
* Paper forms are updated and posted
* PTA reps will be at Meet the Teacher events and Open House
* Does Brandon (Allstate) want to do something for fundraising?

**Reflections**

* We will sign up for Reflections again this year.

**Nominating Committee**

* We need someone to head the Nominating Committee, but not until November.

**Communication Committee**

* Marla will head up the creation of our newsletter via MemberHub this year
* School is using School Messenger
* Remind likely to go away in entirety unless specific teachers choose to use
* MemberHub also an option for teachers to use for communication

# Other Reports

**Principal**

* Paula will get us staff roster this week. Posting out for a teacher position – 1st or 2nd grade

**Teachers**

* Ms. Trantham will secure teacher reps during the first staff meeting

# Next meeting is the same day as Open House. We will meet 30 min prior. Spirit Wear will be voted on via email.

# Adjourn Meeting

7:30pm