

ACES PTA Board Meeting (8/9/2018)

August 9th, 2018
5:30pm

[Board Meeting Minutes](#)
[General Meeting Minutes](#)
[PTA Manifest 2018-2019](#)

Attendees - Laura Bowman, Mary Mudryk, Aimee Dudley, Carey McMahan, Jennifer Smith, Paula Trantham, Scott Schnack, Melanie Porter

Officer Reports

President

- Introductions
 - 2018-2019 Board of Directors

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|--------------------------|-----------------------------|
| President | Laura Bowman |
| VP, Fundraising | Aimee Dudley |
| VP, Hospitality & Social | Carey McMahan |
| Secretary | Mary Mudryk |
| Treasurer | Jennifer Smith |
| Member at Large | Karen Segal |
| Member at Large | Helen O'Shaughnessy |
| Member at Large | Scott Schnack |
| Audit Chair | Jodi Bulmer |
| Advocacy Chair | Sarah McDade / Andrea Sherk |
| Nominating Chair | <OPEN> |

- 2018-2019 Committees

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|------------------------------|--------------------|
| Cultural Arts Coordinator | Susan Reynolds |
| Book Fair Coordinator | Joanna Monahan |
| Spirit Wear Coordinator | Scott Schnack |
| Box Tops Coordinator | Michelle Greer |
| Backpack Buddies Coordinator | Anne Potter |
| Yearbook Club Coordinator | Heather Godwin |
| Spirit Night Coordinator | Elizabeth Dolby |
| See Spot Read Coordinator | Meredith Hightower |
| Print & Copy Coordinator | Nicole Mengel |

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|--------------------------|----------------|
| Science Fair Coordinator | Jen Wilgus |
| Membership Coordinator | Melanie Porter |
| Reflections Coordinator | <OPEN> |
| Newsletter Coordinator | <OPEN> |

- Turn in [Conflict of Interest Policy](#) / [Conflict of Interest Acknowledgement](#) forms
- Turn in [Code of Ethics Policy](#) forms
- Check Signer Agreement (Board Voted in Agreement) 2018-2019 (Laura and Jennifer will go to the bank this week to update the signer forms. Jennifer Gallagher and Lauren Jones should be removed as signers, as they are no longer affiliated with ACES).
 - Laura Bowman
 - Jennifer Smith
 - Susan Reynolds
 - Carey McMahon
 - Leo "Scott" Schnack
- Board Meetings will be held the 2nd Thursday of each month at 5:30pm in the Conference Room, please mark your calendars today. The September BOD meeting will be our Open House which will be a General PTA Meeting.
- Teacher / Class lists will be posted on 8/22 by 3pm
- Meet the Teacher 1st-5th is 8/23 from 11am to 1pm / Kindergarten is 8/31 from 11am to 1pm
 - We will need a booth and some volunteers for membership sign up at each event.
- PTA is responsible for Yearbook Club again this year. We have already secured booking for this year and Heather Godwin will head up the club again.
- Volunteers needed:
 - To sort and hand out school supplies from Kennedy order (this should be on 8/17) – **Covered for volunteers**
 - To look in to additional benches on playground areas and willing to work with the county to secure location, timing, etc. (named after Samantha Owens) – **Shade structures are out. Thought is to do additional seating outside. Another thought is 2 sidewalks for in front of the cafeteria and across the courtyard.**
 - To build a sand table and work with staff on sand table program (potentially new counselor) – **Will pursue**
 - To work with the head of maintenance to schedule a mulch delivery and coordinate spreading with parents. Mulch can be delivered for free, but we need to provide the labor. Plants can also be ordered with PTA budget. **Thought is to coordinate with Fun Run/PBIS expectations**
- Agendas have been ordered and PTA will get the final bill shortly – **Have been delivered**
- Tuesday Folders are being sponsored by Healthy Smiles and Wake Family Law this year! – **School will be paid directly by sponsors**
- If you know any corporate sponsors, we need them!
 - Galligan is willing to sponsor - what can we gear them towards? **Potentially bring water for the Fun Run; Potentially have them sponsor a luncheon and do a lot of marketing around their name**
 - Graystone Chiropractic was suggested as a sponsor, Jennifer following up on that**
- Teacher / Staff Reimbursements this year have increased
 - \$100 per employee / requests due by March 1st – **Laura will talk to staff about this at the breakfast. We must have requests by 3/1 to keep the books accurate**
- Grants
 - Requests due by March 1st
 - All grants must be paid for by the requestor or the PTA must be invoiced. Members of the PTA BOD will not pay for grant items out of pocket

- Administration / Teachers should handle room parent coordination again this year.

Vice President (Hospitality & Social)

- Would we like to do a Chalk the School event on 8/19 before teachers come back to school? **Yes, super casual. There will be chalk outside, people can come whenever they'd like. 8/19 is the date**
- Discussed Family Fun Night with Food Trucks, music, cornhole, etc. Goal is to do it after Open House. Low budget**
- Family Dances – Mother/Son dances, Father/Daughter dances – February time frame**
- Photo Booth props for Kindergarten Meet the Teacher**
- Plans for teacher appreciation:
 - Will we do teacher luncheons with early releases this year? **Will talk about dates**
 - Will we do a full teacher appreciation week or spread them out again? **Teacher Appreciation days will be spread throughout the year and then one BIG day during teacher appreciation week**
 - Stack the Bookshelf another idea**
- Spirit Events:
 - Two Roosters Spirit Night 8/16 from 5pm to 9pm
 - Chronic Taco Spirit Night 9/12 from 5pm to 9pm
- Hospitality Events:
 - Welcome Back Teacher Breakfast 8/20 at 8:00am – **Will raffle off gift cards to Teach Me store when teachers join the PTA. If they fill out the “My Favorite Things” form the day of the breakfast they can put their name in for the raffle twice. “My Favorite Things” will be posted in a binder in the office and on the PTA website**
 - Tissues and Tears 9/4 at 8:45am – **Have rebranded and are calling it “From Boohoo to Yahoo”. Will have flyers for staggered entry publicizing the event. Potentially may have tables with nametags to meet other people in your kid’s class. PTA presentation for joining PTA, volunteer opportunities, Q&A – flyers at a minimum**

Vice President (Fundraising)

- We are working with Apex Leadership for our Fun Run this year. We should engage with them in September to understand the schedule and responsibilities for the week of the run. We are scheduled for October 10/22 - 10/26.
 - Apex will do most everything. May need volunteers to pass out shirts, help with water, etc.**
 - Durant Booster Thon coming up so Aimee will try to go see how it works**

Treasurer

- [2018-2019 Budget Review](#) (see Budget tab)
- COMMITTEES PLEASE KNOW WHAT YOUR BUDGET IS. Any use of budget requires President & Treasurer approval. You must stick to your budget.

Committee Reports

Audit Committee

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Cultural Arts

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Spirit Wear

- Prices are locked in for this year. We are using the same company as last year. Drive will be held after Open House through end of September.
- Discussed logo and various designs for the Spirit Wear

Other Reports

Principal

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Teachers

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Adjourn Meeting

7:00pm