

Poplar Tree Elementary

PTA Meeting Minutes November 12, 2015

IN ATTENDANCE:

Sharon Williams, Holly Walker, Chris Ferragamo, Carolyn Caywood, Heather Ellison, Melissa Pippine, Heather Phillips, Scott Thimmons, Susan Friedman, Elizabeth Zelinski, Susan Lowry

SCA Representatives: Ava Bartnik, Lydia Lowry, Rian Ferragamo, Maddie Spiewak, Caroline Messier

CALLED TO ORDER

Called to order: 10:04am

APPROVAL OF MINUTES

Review meeting minutes from October 14, 2015. Minutes were approved as written.

PRINCIPAL'S REPORT

Veteran's Day – Eighteen veteran guests attended the Veterans Day Assembly. Three Veterans presented their stories to the students. Also, the Veterans each wrote an inspirational message to students in a library book related to their branch of the service.

SCA Officers Presentation: The SCA Officers presented their goals for the year including supporting learning, organizing a food drive, and building school spirit.

QUESTION FROM PARENT: Is the 6th grade gift from the SCA or from the 6th Grade Class?

Although it is not required, it is not uncommon for a "6th Grade Gift" to be presented to the school. Historically, the funds for this gift were generated by the entire class/parents. Last year the SCA assumed responsibility. The PTA is not responsible for this gift.

Holly Walker, Assistant Principal

The Thanksgiving Lunch will be held next Thursday, November 19th. The schedule and tickets will be sent home this Friday. If you need a ticket (for food), you can still order one this week.

PRESIDENT'S REPORT

- Spirit Night: The first Spirit Night at Sweet Frog, on Oct 22nd, was big success. We are still waiting for the final numbers but according to a tentative report, ~\$1800 was sold during the time frame of our event. We will receive 25% of the sales for that period.
- Box Tops: During the last Box Top drive, we collected 7,304 box tops (\$730 dollars). The prize for this contest will be a raffle drawing for an individual prize. The next contest will be between classes.

Question: Why can't we do average per student? That was discussed and determined that averaging classes would be most effective for class competition. Take away from Mr. Ferragamo: Know that we are making a conscious effort to make sure it's (the contest and incentive prizes) fair.

- Staff appreciation: Bus driver appreciation week occurred, each driver was given a \$5 Starbucks gift card. The snack carts at teacher work days were appreciated.
- Reflections: Eight submissions were received, five advanced to next level. Will coordinate recognition of 8 participants.
- Updated Budget: There are two increases – A small increase to the A-Z reading program license and the addition of \$1000 to the Field Trips to contribute to Colonial Day for 4th grade as approved at the October meeting.
- Tax Form: 990 tax form filed

1st VP REPORT

- The No-Fuss Fundraiser is complete and we exceeded our goal of \$15,000 by raising \$16,253.29.
- Raffle prizes – The budget includes \$500 for expenses for the Fall Fundraiser. The cost of the raffle prizes (an iPad and several Kindles) were paid from this line item. Raffle tickets will go home this week or next. Raffle will be done on Thanksgiving lunch day to give directly to parents.
- Spring Fling – Since we reached our fundraising goal, we will have spring fling.

TREASURER'S REPORT

- \$45,213 in account - (does not include income from Sweet Frog Spirit Night, new clubs, part of no-fuss)
- The next Spirit Night will be held December 8th at Chipotle at Fair Lakes. We will receive 50% of proceeds from 5pm-8pm. Participants do not have to present flier, but do need to state they are there supporting Poplar Tree.

COMMITTEE REPORTS

Fall Festival

- The Fall Festival was a success. We had enough parent volunteers to handle the food money. We also had older student (mostly 7th graders) volunteers.
- Budget: The total cost for the festival was under budget.
- Food: Chick Fil A sold out, as did the main dishes from Café Rio (leftovers were rice and salsa.)
- Safety Concerns: The moon bounce staff didn't attend the bounces and even left the gym several times. The company removed the charge for staff and gave an additional discount. The representative that worked the event was not an employee of the company.
- Next year, we need to assign volunteers for playground duty, and monitor other areas of the school for safety issues.
- Pumpkin decorating contest: For next time, state time that pumpkins will be judged to avoid late entries. Provide guidelines as to what is acceptable.

Mini-Grants

- Budget \$4100, some people included tax and shipping (\$3903.09 total requests.)
- A wide variety of requests were received including an oven for Kindergarten, paint packs, lcd writing boards, books for teachers, a pen pal project, rock collection, and math game storage.

NEW BUSINESS

- Elizabeth Zielinski has offered to be the point of contact for Teacher of the Year nominations. Please be aware that the process of nominating a teacher is very involved. Make sure you have read the instructions online carefully regarding deadlines and requirements. Liz discussed the possibility of having the PTA provide a letter of support once the nominee(s) have been designated. It was also mentioned that the applications can be used towards other teacher of the year contests such as TV morning shows, McDonalds and so on.
- No Fuss fundraiser – The children have earned their music during lunch/recess reward and the details are being determined. They have also won a Spring Fling. We are in need of a coordinator for this event. Date has not yet been decided. If you have any ideas please share them with Chris.
- Fundraising – Please remember our shopping programs through, Giant, Target, Amazon Smile, Harris Teeter etc., during this holiday shopping season.
- Question/concerns raised regarding 6th grade Field Trip – Students are reported to be disappointed that Camp Hemlock has been removed from the plans this year. Mrs. Williams responded that this is a grade level discussion and that they are still deciding their plans for the year. She will share the concerns with the team.
- Safety Patrol Snacks – The school is still in need of a patrol coordinator, so there have not been any snacks as of yet. A concern was expressed that the children might need more guidance in some trouble areas. There is one bus that does not have any 5th or 6th graders so they are working on solutions.

- Silent Auction – Emails have been sent to the teachers and administration who had volunteered for movie parties and special activities. If you won a bid on one of these items you should be contacted shortly. Principal and Assistant Principal for the Day will be in December.

ANNOUNCEMENTS:

- Watch Dogs has kicked off and is going great. Reminders are going out.
- December 8th – Spirit Day at Chipotle
- January 13th at 7pm – next PTA meeting
- January 29th – Talent Show

Adjourned: 11:26