

Bailey Elementary PTA: Meeting Minutes from September 25, 2018

- BUSINESS MEETING:
 - Welcome to PTA! Introductions- Christine, new President, being trained in by Anne M. (Treasurer)
Others present: Kara R., Andrea H, Kim B., Nicci P., Eileen R, Jessica S., Pilar, Julie B., Tanja, Candy G. (plus others joined later)
 - PTA Membership information- Need a certain amount to remain accredited, have to be a member to vote but anyone can come to meetings, \$10 to be a member
 - PTA OVERVIEW:
 - Review of PTA Programs that we sponsor
 - Staff discretionary funds for classroom expenses (about 20%)
 - Technology hardware and subscriptions (Brainpop, etc.)
 - Field Trips (\$ based on students in each grade level)
 - Others: Library books/media, Laminating, Staff Appreciation, Memory Books 1st Grade, COMPAS 4th & 5th Grades, Art Department Supplies
 - Review of how PTA earns money to sponsor programs
 - Main 2 Fundraisers- Fall- Cherrydale*, Spring- APEX Fun Run**
 - Smaller Fundraisers- Culver's/Wendy's Nights, Book Fair (More \$ to Scholastic Dollars for Books)
 - Fundraisers- Direct Donations, Amazon Smile (Link in emails/Bailey Website)
- *There was conversation about the cost of Cherrydale items and should this fundraiser be discontinued. PTA is open to looking at others, but with it being a solid fundraiser not sure that the boat should be rocked at this point. Point was brought up- could we do another community fundraiser like the carnival? Could we send out a questionnaire asking Bailey Community their thoughts on fundraisers, bringing back the carnival, volunteering, etc. Should we do a movie night or other community event? (There would be an expense to have a movie night due to copyright.) This could be an event, not a fundraiser. Another suggestion to have a donation jar at community events (Culver's, etc.)
- **Candy & Anne spoke about APEX Fun Run & the fact that it is more than a fundraiser- there are 2 weeks of lessons taught by APEX staff with teambuilding and character building themes (fundraising part is a

small part of this), so \$ is going toward the cost & residency of those 2 week lessons and many classroom challenge prizes and incentive prizes, t-shirts, etc. as well as the fundraising- the percent of what APEX gets is actually less than it appears

○ Volunteer sign up

- “Pool” of volunteers – sign up online
- Specific volunteer needs: **Variety of times, opportunities available**
 - Community Events Promotions Up to 4 people (possibly 2 for Culvers, 2 for Wendy’s**) needed to promote the night- hand out stickers, put up signs around the building, emailing the school, talking to Mrs. Thoma **This year you do not need to mention Wendy’s- it is 15% of all sales
-Culver’s is 5-10% of sales
 - Passport Club- Even if you can come for a part of the time, it is appreciated. This consists of checking student knowledge of geography- materials/answers/training provided.
 - Book Fair Co-Chair -These chairs are in place now!
 - Book Fair Volunteers -Sign-ups will be coming, it is a small time commitment and you will be trained- these are at conference times and BOGO in Spring **Tanja said she would help with any questions as she has prior experience
 - Take Home Folder help- Can take 10 min or up to 3 hours depending on what is needed to be stuffed. An email will be sent on Wednesday night letting you know if you are needed or not if you sign up for this. The more people the faster it goes!
 - Fall Fundraiser Distribution day help (10/24) Oct. 5 a few more people are needed to collect and organize forms, check math
-On the 24th people are needed to unpack, organize items and hand out (phone calls for those who forget to pick up) in 1.5-2 hour shifts
 - Vision Screening (11/1 from 9-12) Quite a few spots still open

○ PROGRAM UPDATES/INFORMATION:

- Open House Night update Families stopped by, questions asked, always refer to Bailey website. Over \$60 in donations received.
- Community Events: (Wendy’s Nights – 1st Wed; Culver’s – 2nd Tues)
- Amazon Smile
- Directory – due 9/30 Heather F. is taking over this year. Will send pdf to families for information of those who provide information. If you do not give your information, you do not receive the pdf.

- Book Fair
- Spirit Wear Cathy is the chair, this is in process so information can come out in time for Christmas.
 - Grow shirts will be coming for all students, regardless if they have paid or not. The school be short on \$ collected, so Candy may request for PTA to cover this.
- BUDGET:
 - 2018-2019 Budget Presentation/Updates Last year 555 students, this year 621 (12% increase). Anne increased each line and expenses 12%, since there will be more families to help raise money. Budget is \$38,359.38 (total expenses; total income – we run a balance budget) - motioned by Anne and seconded by Nicci Pribyl. Some highlights from the budget discussions:
 - Carryover from last year to help with playground issues, special requests of the new year, etc.
 - APEX made about \$25,000 last year; 10% goes back to Teacher Discretionary to increase their “usual” teacher discretionary amount that is given yearly
 - Hospitality Fund- refreshments for volunteers like Project Go, Open house night, retirement gifts
 - Misc.- Website, insurance, CPA expense
 - Special Requests- Classroom curtains, tree fund
 - Staff Appreciation- May Acapulco taco bar, conferences
- Other items?
 - Christine is asking that anyone who is a PTA Chair to please have a write up of your job description, checklist and/or draft of a training guide to pass on should you not renew your position. Historically, PTA members have been good about this.
 - Most information about PTA is on the Bailey PTA Website
 - Skatetime- the skating program provided by PTA for the school- we cannot ask students to pay so it is asked as a donation. If \$ is short, Skatetime may lower their fee or PTA could step in.
 - Janice L, Native American Parent Advisory Committee for the district introduced and offered the committee for students support system

Thanks for coming and hope to see you at our other PTA meetings: November 13, January 29, March 26, April 30 and May 28. Check out our website for information re: all things Bailey PTA (including our contact information): www.baileyppta.com