

Minutes

Alcott PTSA October Board Meeting - Orca Pod

October 9, 2014

2:00 to 3:30



Board present: Jen VG, Leonie ED, Kristi JL, Sabrina P, Sorcha M, Patricia H, Zoe G, Amy VV, Cherene D, Dyan VB, Wanwen Q, Mrs. Sterrett

Jen V: Called to Order at 2:05 p.m.

Members confirmed receipt and review of Treasure's Notes and September Meeting minutes

- Jen V moved to approve; Cherene 1st; Kristi 2nd; all favored, no opposed
- Note: Attendee list from September meeting is in the Secretary's legal doc's binder

PTSA Announcements:

[After School Activities Registration Correction](#) – No questions or comments

[Next General Board Meeting](#)

- November 5th at Skate King, 6:45-7:15
- Jen will solicit agenda items week of 10/13, top item will be filling Nominating Committee positions (requires 1-hour class)

[Orange Ruler](#)

- A request was made to move "Pass the Hat and Match" membership funds to a student's OR pledges, the board will graciously decline this request due to potential accounting and fundraising conflicts
- There was one negative parent email regarding OR that included many valid points and considerations, Leonie addressed the concerns with great consideration, Kristi suggested revisiting the open Fundraising position to clearly itemize responsibilities and find ways to make the position more appealing or palpable

Board Updates:

Membership/Zoe G

- At 74%, in line with last year; activity has slowed considerably and we don't anticipate an uptick without promotional efforts
- Currently contest for 1st class per grade level to reach 100% gets a popsicle party
- Jen and Zoe to draft bullets for parents to share with families on classroom benefits from PTSA funds, Mrs. Sterrett has good messages she shares on Haiku
- Jen and Zoe to co-author newsletter article on district and state PTSA allocations
- Kristi has funds for staff and families in need, considering approach for outreach (discussed providing staff first, then inform counselor of membership funds available or post on PTSA board, "there are funds for families in need, can contact Zoe")
- We are on our way for membership awards, there is potential to gain higher recognition
- Zoe strongly recommends higher promotional push of PTSA,
 - group agreed to pursue Mr. Hedin's idea to use an entry PTSA bulletin board for headshots and group picture with empty "silhouette" for open positions
 - We'll time refreshed promotion around new bulletin board, January, 2015
 - Kristi will look into rules around membership match

Website/Sorcha M

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- Sorcha and Jen to post daily tally of Orange Ruler results
 - Sorcha to update PTSA calendar after Alycen updates Tandem calendar

Grants/Wanwen Q

- Goals have been set among district ambassadors
- Up to three grants at a total of \$3000 can be awarded
- Deadline in February
- Look into tech-specific grants, ex. IXL, running club pedometers, Amazon Kindles, iPads or tablets
- Sue Kuehne may have ideas

Em. Prep/Cherene D

- Planning updates with Assistant Principal
- Many updates expected – refreshing older supplies and requiring new supplies

Newsletter/Sabrina P

- Distribution issues, seems to be Google/gmail, could be in Spam folders

Events/Patricia H

- Monster Bash posters ready, vendors and activities are all lined up
 - Current budget at \$2800
 - Food vendors: hot dog vendor and taco truck
 - Activity vendors: Mad Science and Clown Buggy
 - 5 free activities ; 12 paid activities at 1-2 tickets each, tickets are 50¢ each
 - Will promote presale tickets, in batches of: \$5, \$10, \$15 and \$20 ; average expected spend, \$10-\$15 per child
 - Jen and Pat taking final ticket-sale planning and approval of Committee Plan and Action Report offline
 - Mrs. Sterrett to confirm availability of teachers' classrooms and pass along request for teacher volunteers
- Skate King
 - Correction needed on PTSA and Tandem calendars – event is on November 5th
 - Doors open 6:00p.m. – 8:00p.m.
 - General meeting will be held in front lobby, 6:45 – 7:15

Teacher Update/Mrs. Sterrett

- OT requested \$200 for weight vest and beenbags
 - Board approved using funds from the Specialists budget
 - Supplies must be used and kept in school
 - Rolling medical cart, \$400 value, requesting half paid from PTSA funds, requesting furniture-style appearance
 - STEM teach liaison: Kristi Petereit
 - Teachers do not want to do the “Country boards” as classroom projects for ICN event January 23rd ; Yes to an art project
 - Leonie reported on Egg Drop: “Survivor” theme with prizes for most survivors in a grade and in a class
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After School Activities/Amy V

- 9 after school activities are in session
- New Club called Club Invention is headed by Kristi Petereit
- Amy is seeking feedback on the activities, i.e. topics and schedules are meeting interests and availability needs
- There seem to be parent-driven clubs, these are legitimate and not sponsored by the PTSA; Kristi looking into one – requesting intention and goals

Treasury/Kristi L

- Kristi is seeking input on transparency of expenses and budget
- Jen suggested and board agreed on rotating weekly topics, in general order post board meetings: week 1) updated calendar; week 2) membership update; week 3) budget; week 4) general information
- Confirmed school materials are available for volunteers and do not need to be funded

Calendar/Alycen F

- Alycen to confirm all dates on Tandem Calendar are up to date and will inform Sorcha when complete

Volunteers/Leonie E

- Bulletin boards – dedicate purpose to simplify updates:
 - Community board/events – Leonie will update
 - PTSA Board/headshots
 - Promotions (Orange Ruler & Monster Bash)
- Room parents interested in a new community service/charity position as well as fundraising positions, Leonie and Jen to look further into it for potential announcement in November general board meeting
- Becky Taylor heads up Leadership activities

Mr. Hedin

- In “Boundary” meetings all day with the school district – he will report out when he can
- Willing to support PTSA message via Instagram

Meeting adjourned at 3:27 by Jen V
