

PTA Meeting Minutes

08-22-2024 | 12pm SBCE

Attendance: Lindsay Kyle, Holly Smith, Kaitlyn Dreifus, Grace Change, Lynzi Scharton, Daphne Honore, Grace Jang, Elena Chung, Julie Lawler, Jaime Son, Nora Nassri, Huma Nasir, Varsha Rajan, Jessica Burton, Beth Goodwin, Trey Oliver, plus call-ins on teams.

ADMIN - Brooke Scharfstein/Lindsay Kyle

- THANK YOU for the extra work on membership push, detailed work over the summer!
- PBIS rewards started today - classroom purchases or PawMart purchases
- I-Ready diagnostic wrapping up, great baseline for learning.
- Staff Update - Professional development focused on math and writing.

CO-PRESIDENT UPDATE - Julie Lawler/Kaitlyn Dreifus

- PTA purchased front desk - COMPLETE and looks GREAT!
- Admin Capital Improvement wants given to PTA board by Ms. Scharfstein - board to research and present to membership to vote in first semester

TREASURER - Grace Zhang

- Checking - \$54, 791
- Savings - \$39, 000
- Total Income increased – \$31,000 Total / Exp \$37, 000 (includes desk capital improvement project expense that was previously earmarked)

PARLIAMENTARIAN - Pete Lovelace

- No Report

VP ACADEMICS & FUNDRAISING - Daphne Honore

- Sponsorship - Beth Goodwin
 - Coffee asks and Pizza asks needed ASAP for each event in order to secure donation for the full year SBCE asks
 - Changing the way we ask for sponsorship - no more individual committee asks, instead our sponsorship committee will do the asks for all of PTA and SBCE. Please contact Beth for more help and details!
 - Gift Baskets - looking at a unified approach to gift basket donations, switching away from parent donations to business donations to make more profit.
- Science Force - Daphne Honore
 - Be on the lookout for science force sign-ups per grade!
- Spirit Wear - Emily Lovelace
 - First wave of march sol and made a profit of \$400, possible second store to open in October
- Teacher Mini Grants - Daphne Honore
 - Fall application process open now, then will reward mini-grants in the next 3 weeks.

FAMILY EVENTS - Sarabeth Grow

- Book Fair - Holly Smith
 - Met with our new Media Center specialist - Ms. Jang
 - Need volunteers for the fall book fair - Sept. 13 - Sept 20th
 - Used Book Fair reward profits to fund mini grants and Kindergarten books for each student.
- Fall Festival - Huma Nasir
 - Oct. 6th
 - NEED VOLUNTEERS! Need committee members - water sales, decoration, parking(possibly All Pro Dads), farmers market, face painting & games, food, inflatables.
 - Flyer with volunteer qr codes and ticket sales coming soon!
 - Info in Paw Prints every week.
- Bingo Night - Daphne Honore
 - January 24th
- All Pro Dads - Pete Lovelace
 - Working on a committee of dads to help lead meetings
- Field Day - Kathleen Newquist
- 5th Grade Finale - Sarabeth Grow, Lynzi Scharton
 - \$5000+ in contributions
 - T-shirt sizes being collected now! Design in process.
 - Ropes Course - October 4th
 - Ropes Course conversation - to continue or to not continue? Price is going up. Polling 3/4th grade families with a possible video.
- Daughter's Choice Dance - Sarabeth Grow
 - February 22nd
 - 5th grade girls vote on theme?
- Son +1 - Hayley, Kadaba, Nema Rao, Varsha Rajan
 - Nov 10th - tentative date
 - Brainstorming ideas
- Raffle Basket Coordinator - Elena Chung
 - Combine classes and create bigger baskets
 - Reach out to sponsorships and parents

COMMUNICATIONS & SCHOOL SUPPORT - Lynzi Scharton

- Green Committee - Madura Chahudhari
 - Front planters being updated regularly! Look great!
 - Possible girl scout interest to help
- Newcomer Committee - Jaimee Son, Jessica Burton, and Varsha
 - Friday Aug 23rd @ 8:30am
- Teacher Appreciation - Jaimee Son, Kate Kouhler, EJ Yeom, Ting Yu
 - Sneak Peak lunch was a success!
 - Next teacher lunch - Oct 23rd
- Teacher Breakfast - Lynzi Scharton and Tulie Le
 - September 27th (4th and 5th grade)
- Yearbook
 - Order today! 108 sold. Price increases in September.
- Room Mom Coordinator - Michelle Allison and Huma Nasir

- Holmes & Fike need a room mom.
- possible meeting to streamline contributions per class
- Vision and Hearing - Andrea Ugchebu and Pamela Maalouf
 - Vision screening - volunteers not needed
 - Hearing screening - volunteers needed
 - Ms. Kyle to reach out to finalize dates and volunteers. (October?)
- Box Kits - Jaimee Son
 - Had to replace some missing and damaged boxes.
 - 251 ordered
- Website & Social - Annemarie McFarland
 - Send her things to be posted on website and a marketing plan for your specific event for social media with advanced notice.
- Membership Drive - Sarabeth Grow, Beth Goodwin, Varsha Rajan
 - PurrPack marketing campaign, logo, keychains added to our campaign.
 - New ability on toolkit for those wanting to upgrade to a higher level once the word spreads.
 - First keychain raffle will be this month, more info to come.

CAPITAL IMPROVEMENTS

- Possible project ideas from 2023/2024:
 - Upgrading Peace Garden outside area across from Media Center.
 - Move flagpole to center circle.
 - Remove underground matting outside at end of 1st grade hallway.
 - Update Media Center

ACTION ITEMS

- Fall Festival volunteers needed - email members and link will be added to Paw Prints.
- Room Reps organized and priority given to PTA members.
- Ms. Kyle to reach out to finalize dates and volunteers. (October?)
- Curriculum night Membership push plan to be established with Ms. Scharfstein, Sarabeth, and Lynzi.