

Tualatin Elementary School PTA
General Membership Meeting • January 7, 2014
(Held in the Tualatin Elementary School Library)

Meeting was called to order at 7 p.m. by co-president Amie MacDonald. A quorum of members as stated in the standing rules was present.

The membership reviewed the December 3, 2013, meeting minutes. Cindy Krahnke motioned to approve and the motion was seconded. Minutes, as written, were approved by the membership.

REPORTS

Principal report

Jamie thanked everyone who led the Winter Holiday committee and those who participated and cleaned up. The decorations were amazing and he received many comments about how great the school looked.

The Foundation has the upcoming family call night – teachers call from their own classrooms. About 6 parents are needed (1 per grade level). The call night is on February 27 and starts at 4 p.m. and ends by 7 p.m. Let Jamie or Stacy know if you are interested in helping. The Foundation funds help with the gap in other funding for the school. This is an important night.

The feedback was great about the clipboards given to the teachers as their holiday gift from the PTA.

Co-presidents' report (Amie MacDonald)

We hope everyone had a great holiday time and welcome back. We are always looking for a guest speakers for future meetings. Please share your ideas. If you know of someone who has something good to share or a topic you would like to hear, please let us know.

Treasurer's report (Elena Molau)

Current financial report/budget was shared with the membership. Elena made a motion to move money to zero out the deficit of \$9,518.38. The motion was seconded and approved by the membership. PTA funds available at the end of December were \$37,107.92.

Vice President's report (Courtney Kozak)

The online Spirit Wear store will be available again. We have tentatively picked two weeks in the Spring (March 7 -21) to have the store available.

Membership report (Sharell Lien)

No new members to report this month. We are holding at 57 members, which met the Silver level goal for increased membership (doubled from the previous year).

BUSINESS

Carnival (Wendy O'Riley)

Mandy and Jody from Bridgeport Elementary came to talk about how they organize their successful annual school carnival. Their school carnival has been going for 30+ years and they are willing to share their process. It is not a fundraiser, but a fun family night.

(Carnival continued)

Bridgeport's typical budget is \$3,000. In 2013, only \$78 wasn't recouped). In 2012, they brought in more money, but charged more for bracelets and they decided they would rather have more kids participate. Bridgeport's event is held the first Friday in June (evening event) and they use most of the school (not classrooms, except for power).

Bridgeport has gone away from setting up their own booths to finding a vendor (Parties Inc.) to come and set it up – 8 inflatables plus game booths. Parents do help monitor the activities along with the Parties, Inc. employees.

Food at the event is done by professionals with food handling licenses.

Doing a prize table was chaotic. Now they purchase prizes to pre-stuff a prize bag for every kid who has purchased a bracelet to participate.

Cost to participate: \$5 for unlimited play bracelet/wrist band; \$1 food tickets
Parents only need to purchase a bracelet if they are going to participate in Carnival games.
Scholarship bracelets (50) are given to the school counselor to distribute to students.

Food vendors only accept \$1 food tickets; round their costs to \$1 increments. At the end of the night their collected tickets are counted and the food vendors are cut a check. Some food vendors give back a percentage of what they make.

Other activities:

- PASS (our PALA) sells raffle tickets for an iPad.
- You can buy tickets to send people to “jail” (could be a “Bear Den” at our school).
- Face painting and a picture booth are popular. Recommend checking with parents to see if there is experience/talent within our school community for these activities.
- The fire department and police have been willing to come with their trucks/cars, so kids can see them up close.
- Community tables can be added (e.g. Library with the Summer Reading Program).

Most vendors were self-contained, but a few needed power. Vendors must be acceptable to the District and must sign contracts with the District (required to carry general liability insurance and provide proof of workers' comp insurance).

There is printing of flyers (Spanish/English) to send home to order tickets/bracelets in advance. Posters at the school are good too.

After the presentation, PTA members discussed what they heard and ultimately, Cindy Krahnke made a motion to have a Carnival this school year (2013-2014). The motion was seconded and the membership voted to hold a Carnival.

Wendy O'Riley made a motion to allocate \$3,000 from the PTA budget to use for the Carnival. Jean Keck-Buelna seconded and the membership voted to spend \$3,000 for the Carnival. The hope is this is a revenue-neutral event, but with this vote, the PTA accepts that not all of the \$3,000 will be recouped. Wendy will convene the planning committee.

Winter Holiday Night (Jean Keck-Buelna and Cindy Krahnke)

Thank you to everyone who helped with the night.

Auction – April 5 (Heidi Wallace)

The Auction on April 5th will be held at Club Sport. There is more space to seat people in the restaurant and more room to socialize. Childcare is also available in the Club Sport gym for \$16 per child (not part of Kids World). Childcare can be purchased when you buy your ticket to attend.

The Auction team has been meeting on a regular basis and will begin selling tickets in early to mid-February. The theme is "That's Amore - A Night in Tuscany." The cost is \$35 per ticket (includes food – done as a buffet this time).

Jenn Hachmeister is entering items in the auction system. The teacher experiences and parties can be sold online ahead of time when tickets to the event are purchased. This is new for the 2014 Auction. Sabrina is creating with artwork and flyer for the event. It is great to have a professional graphic artist on the team!

Finding an auctioneer is the tough part right now. It is an expensive part of the evening. However, paying for a good auctioneer can pay for itself if they are good at keeping bids going.

The auction software is helping the team decide where a bunch time of time coordinating and producing didn't earn very much. The classroom art projects is one that was very labor intensive, but didn't bring in very much money for the time spent (\$1,600). A classroom party can make \$2,400. In 2014, no classroom art projects will be done.

Heidi gave some other numbers...the Wall of Wine had 150 bottles donated and it made \$2,200 for the last auction. The Paddle Raise and Golden Ticket combined raised about \$9,000. Experiences go for the most – Front seats at 5th grade Promotion (\$275); Principal for the day (\$225); Ball boy for TuHS Football (\$300); Bat boy for TuHS Baseball (\$300); Running package (\$450); Golf package (\$475); and Guided Fishing trip (\$500).

If you have connections with someone who is willing to donate to the Auction, please let Heidi know. Donation forms are available. The week before the event is the cut-off for donations.

Garden (Paul Taylor)

It is cold, but the garden is looking good. The greens table at Winter Holiday Night made swags (great help from the high school kids!)

Eagle Scout project update: The gravel pad by the red shed and another pathway was done during the cold snap. The Eagle Scout got the funds to support it and got help to complete the work.

The Garden Committee decided to not have a January work event. Next Work Party is Sunday, February 9 from 1-3 p.m.

Box Tops (Elena Whitaker)

Recently, a \$1,900 check was received for Box Tops. Dress Your Snowman just concluded and it was a successful Box Top drive and the check will come in the Spring. Students in Rossio and Emken's classes won the hot cocoa bar.

Elena is working on partnering with other schools to do Box Tops drop-off locations around town. Then the schools will share the Box Tops collected.

Challenges: We do have 6 partner businesses in town, but expired Box Tops and the Labels for Education get put in the boxes. Also, we have no relationship with food-related establishments who can give us their Box Tops. When the local Dream Dinners was in business, they gave their Box Tops to us. Any ideas of places to contact would be appreciated.

Adrenaline Fund-raising

At a previous meeting, the membership chose to sell the gourmet treats (nuts, pretzels, caramel corn, and peanuts) through Adrenaline.

Amie MacDonald discussed exact dates to sell. The group would like the items delivered by Valentine's Day. Jenn Walters said we would need to conclude the sales by the end of January to have the items delivered by then. Also, Jenn will talk with Jamie Kingery about the school assembly or lunch-time talks to the students about the fundraiser.

Library (Kathleen Cunnington)

Kathleen let the members know the Library could use more money. The District will buy the main computer in the Library, but the search computers need to be purchased on our own. Jamie shared there are two desktop-style options on the approved list – cost is \$950 for one. District IT will support a PTA-purchased computer through the District. Other items on the list for the Library are \$200 for a new scanner and a replacement label maker.

Inventory has been done and we are losing books - \$412 worth. Overall, there are 79 pages of books that are missing. Donated books are always appreciated. A good idea was shared about buying books in good shape from Goodwill. American Girl books are popular right now.

Campbell's Soup Labels (Beth Hancock)

On February 14, 2,500 points will be added to the schools existing 11,000 points. Time to go shopping in the catalog!

Other

Jill Armstrong talked to the PTA about walking along Avery when the School Zone lights are not flashing. Traffic has sped up and the police are trying to help by adding patrols. How can we get people to go slower in front of the school when the lights are off? Jill has talked to TTSD, Police if lights are functioning. What can we do.

QUESTIONS and COMMENTS

If you want to be on the agenda, please let Jill McCarty or Amie MacDonald know.

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NEXT MEETING:

Tuesday, February 4, 2014 – School Library
7 p.m. PTA meeting begins

Co-president Amie MacDonald adjourned the meeting at 8:19 p.m.

Prepared by ~

Date presented: February 4, 2014

Sharell Lien, Secretary

Approved as Written or Amended

Co-president

Secretary