

Arnold Elementary PTA General Meeting

January, 14<sup>th</sup> 2020

6:00pm

Arnold Elementary School

MINUTES

- I. **Welcome** – meeting called to order at 6:00
- II. **Approval of minutes** – November minutes approved
- III. **Officer Reports**
  - A. President- Jenn Hetherington
    1. Thank you to Toni Adams and Katie Hedges for a wonderful Holiday Breakfast and Secret Shop.
    2. Thank you to volunteers during the event, as well as set up and clean up.
  - B. VP – Alyssa Iddings
    1. Several teachers have joined the PTA! (A question brought up at the last meeting in regards to communication.) If they don't attend the meetings, Mrs. Smith serves as a liaison to relay information.
    2. Directory – many people have yet to sign up. This is a FREE service for Arnold Elementary families. You DO NOT have to be a member of the PTA to join the directory. Teachers cannot give out personal information, but using the directory, parents can contact one another for events, parties, etc. If you signed up in the past, update your information for grade level.
  - C. Treasurer – Jess Skretch
    1. Budget realignment. See below.
  - D. Secretary – Amy Rolland
    1. No report
- IV. **Principal/Staff Report**
  - A. Introduction of Mrs. M. Smith's new position
    1. The school has expanded. The board offered us a school performance coach position which will be filled by Mrs. Smith. She has been at Arnold since 2002, and she has a background and certificate in administration. Admin responsibilities will include things like taking on a 504 coordinator, CDM, testing, bus transportation, math curriculum leadership, unity day, and many others. She's also the point person for enrichment, the BAE liaison, and admin in charge if Mrs. Kauffman is out.

2. School board is aware of our needs. With our numbers, we are in a good position, but we won't know until summer.

B. Upcoming events!

1. Mobile Science lab returning! PTA will sponsor so the school can afford it.
2. Joe Romano, magician
3. Book fair
4. Mathnasium. Free event after school for Arnold families
5. Print screening for grades 3-5

V. **Budget Realignment**

1. Jess Skretch (treasurer)
  - a. Document shows the cost of the event for the year. A star indicates an increase in budget due to a success walk-a-thon.
  - b. Tax prep- CPA will prepare taxes this year
  - c. All events have spent more money than allotted due to our unexpected increase in enrollment.
  - d. We want to use our money each year. The kids that raise it get to use it.
2. Amazon Smiles
  - a. Parent concern
  - b. This needs to be broadcasted because we don't have a large sum from Amazon.
  - c. People use Amazon so often, and it does bring in extra money (such as scholarships for enrichment)
3. Unity Garden
  - a. Budget needs to increase. There isn't a framework here like the middle school. This is specific to this year – not an annual request.
  - b. Mrs. Kauffman noted that there's an influx of money left over from MOI (music, media, visual arts). This could be used for funds.
  - c. Suggestion – we move to committee reports so the committee chairs can discuss their needs.

VI. **Committee Reports** - at the end of the year, committee chairs can put in requests for higher budget for next year.

1. Walk-a-thon
2. Fall Festival
3. Enrichment
  - a. Went smoothly in the fall despite a few glitches
  - b. Spring registration will be in early February ONLINE. First come first served basis – no longer giving precedent to older students, but with more offerings everyone should be able to get into one of their choices.
  - c. Six weeks of classes- Feb 24- Apr 1
  - d. Classes will be separated by age this time
  - e. Will cap at 15

- f. Budget- should break even. The \$600 expense on the budget is the paypal fee, and this is covered by PTA.
  - g. Scholarships- one given in the fall, but we'd like to give out more. Enrichment will contact Mrs. D. Smith regarding this.
  - h. Parent suggestion- we advertise that scholarships are an option so parents are aware.
  - i. Will send flyer about enrichment coming soon – hard copies and email copies.
4. Holiday Breakfast
    - a. On the note of scholarships, has this ever been given to families for the breakfast? Yes. This goes through Mrs. D. Smith and Arnold Cares.
  5. Holiday Shop
    - a. Wrapping paper is discounted now in stores. If you would like to buy and donate, or if you having extra from this year, contact Katie Hedges.
    - b. PTA bought six folding tables plus step stool for this event, but this was a PTA expense, not a holiday shop expense. PTA will use it for other purposes such as the snowflake dance.
  6. Box Tops
    - a. Will be taken over by Monica Burton. THANK YOU!
  7. Mids for Kids
  8. Staff Appreciation
    - a. Renee Sherwood is still looking for co-chair or shadow chair. She is still the lead (very organized and thorough) but needs assistance.
    - b. Parent question – what would this entail? Helping mainly in the spring with teacher appreciation week (May.) Organizing breakfasts, treats, etc.
  9. Unity Garden
    - a. Requests \$1750. We want a beautiful space for meditation garden and eventual outdoor learning. Always open to additional ideas.
    - b. Mrs. Kauffman: leftover money from MOI should be able to cover what the garden needs.
    - c. The same families usually help. To get new families involved, the suggestion is that weekday times should be offered as well as weekends.
    - d. Parent question: after school gardening club? Jessica Zinder would need other Master Gardeners to help if we want to move forward with this. She can't take it on herself. This would benefit students who need service hours.
  10. Citizens Advisory Committee – AES is no longer responsible for this!
  11. Arnold Cares – helps with student needs.
    - a. Alice Bowman is the current chair, but Vicki Gramil will take over next year. THANK YOU!
    - b. If you would like to help out or donate items, we need volunteers. If you are interested, contact either Alice or Vicki. You will be put on a list, and they will inform you how you can help.
  12. Snowflake Dance

- a. Formerly the Daddy/Daughter dance - This is for female students and an adult to accompany them. Typically fathers attend, but any ADULT is fine.
  - b. Feb 28<sup>th</sup>!
  - c. Online ticket sales. Printed tickets available for scrapbook purposes.
  - d. LOOKING FOR NEW CHAIRPERSON! Need volunteers as well. Contact Denise Miller.
  - e. No balloons on the ceiling this year! Committee is buying all the food. Selfie photos as well as Lifetouch. Scaling down on raffles.
13. International Night
- a. April 17<sup>th</sup>
  - b. We have volunteers but always need more. If you are interested in representing and presenting a country, contact Jenn Hickey, Dana McQuillan, or Jessica Zinder.
  - c. Specifically looking for vendors, restaurants, and performers
14. Spring Fling
- a. Event for male students and adult guest (usually mother but any adult is acceptable)
  - b. No date yet
15. Yearbook
- a. Heading into a busy time
  - b. NEED PHOTOS
  - c. Shared site has been created if you have PHOTOS! Contact Alice Bowman to be added.
  - d. Purchase early
16. Fifth Grade Promotion
- a. Early stages
  - b. Meeting set up in Feb
17. Website
- a. Web budget- request to add funds to take more online registrations for enrichments, dances, etc.
  - b. Maria Shook is the current chair but her son is a fifth grader. Need someone to take over!
  - c. Parent question- what does it involve? Updates, event registration, yearbook sales, reminders. Maria can easily train someone.

**VII. New Business**

- 1. Need a chair for Earth Day/Unity Day clean clothing swap.
- 2. Need volunteers to organize the supply closet.

**VIII. Old Business**

- 1. Need a date for safety talk night (school safety and why we have particular rules)
- 2. What about a 'concerns night' with Mrs. Kauffman for parents to discuss things about the school? This can be accomplished at Principal's Coffee before PTA meetings.
- 3. Next PTA meeting is March 25<sup>th</sup>
- 4. Parent question: main source of funds? Do we need more fundraisers?

- a. Main source is the Walk-a-thon
- b. We don't need more money. Usually, we have trouble spending all of our money each year. We don't carry over the balance.
- c. Parent question: could we use this to cover lunch accounts? We have Free and Reduced Lunch Program for this purpose. Also Backpack Buddies.

**IX. Announcements**

- a. Budget recap: changes in web services, capital projects to discretionary (scholarships etc) and unity garden.

Motion to approve budget. Budget approved

Motion to adjourn. Approved

Meeting adjourned 7:37