

Arnold Elementary PTA Board and Committee Meeting

Meeting Minutes

September 17, 2013

6:30 – 8:00 p.m.

1. Call to order
2. Welcome and Introductions
3. Approved May 2013 Minutes
4. Principal's Report:
 - a. Teachers are currently implementing Common Core curriculum, which is new and different. There will be a meeting with parents to discuss Common Core in October, but the date is not yet set.
 - b. Implementing STEM – Science, Technology, Engineering, & Mathematics. Planning to create a STEM lab in an empty classroom. STEM is to be expanded to STEAM with the addition of “Arts”.
 - c. The County Council funded a feasibility study for AES, which is expected to start mid-year. The architect will work with a committee of the Principal, parents, community members, the PTA President, and others to evaluate everything about the school to determine what action should take place – rebuilding, renovating, or nothing, including addressing capacity issues.
 - d. There are three housing developments going in adjacent to AES, with the first expected to be ready for move-in during January 2014. The land clearing contractors have started and are working with AES to maintain the safety and access of the school. A barrier fence is being erected around the field during construction. The addition of these developments will heavily influence predictions for enrollment in the feasibility study.
5. President's Report:
 - a. A PTA logo is being developed to help with branding so it is clear which events are PTA-sponsored.
 - b. The website is being improved to be more helpful and user-friendly.
 - c. The subject of school uniforms is on the table, but in a very preliminary stage. The process of implementing a school uniform policy must go through the county. The issue has come up several times in the past and failed each time.
6. Treasurer's Report: Covered in New Business
7. Secretary's Report:
 - a. As of September 17, 2013, there are 181 paid members of the PTA, reflecting 111 families. There are currently 430 students at AES according to the Principal.
8. Vice President's Report:
 - a. Volunteer forms have been collected.

- b. Room Parents have been selected. They will be asked to get an email list from the office and contact all of the families directly to introduce themselves and establish a line of communication.
 - c. The Volunteer Orientation Meeting is scheduled for 9 am on Friday, September 20, to go over volunteer opportunities and show the mandatory volunteer video. The video is now also available online.
9. Committee Reports:
- a. Enrichment: Most of the fall classes were filled, raising over \$14,000. The Chair recommends cleaning up the details of how Enrichment activities are organized, how payments are made, and how students are selected to make things less complicated and fairer to the students. One suggestion was putting out Enrichment information for two weeks to evaluate, then everyone gets a chance to sign up the same day. Another suggestion was to use a web-based sign-up system similar to how people register for races.
 - b. Fall Festival: Everything is proceeding as planned for the October 12 event. A new storage location must be secured for all of the Fall Festival booths, tables, etc. For several years it has all been stored at a private location owned by a family whose children will age out of AES next year. PTA will need to find someone else at the school willing to provide storage or perhaps look at renting storage.
 - c. Holiday Secret Shop & Breakfast with Santa: The date is set for December 7 and the Santa is booked. The committee will be looking for volunteers over the next couple months. A request was made for the PTA to purchase a gift card to use for buying the merchandise for the Secret Shop rather than having someone front all the cash then wait to be reimbursed.
 - d. Walk-a-Thon: The Walk-a-Thon activities will start sometime in October with students asked to keep a log at home of how much they walk during the year in 10 minute intervals, culminating in the Walk-a-Thon event at the end of March or early April. Families can choose to pledge for time walked or just pledge a lump sum.
 - e. Cultural Arts: The Chair is attending the county showcase on September 20 to choose topics for three assemblies during the year. A grant was awarded to pay for part of this year's Artist in Residence program. The Chair is working on information to send to parents to educate them about the Artist in Residence program, which brings a local artist into the school to provide hands-on arts integration for the benefit of both students and teachers. Two grades take part in the program each year. This year will be 1st and 3rd grades.
 - f. Giant & Safeway: The fundraiser is now through September 20 for Safeway, so we are collecting receipts that each have a unique code. If you have already signed up with your card it will automatically go to the school, but it must be reactivated each year.

- g. Spirit Wear: No update.
 - h. Wellness: A new wellness committee has been formed that will be looking at ways to bring more health and fitness opportunities to the students.
10. Old Business: None
11. New Business:
- a. The Treasurer reported that a financial audit was completed over the summer and there were only a few small requests for additional information.
 - b. Discussion of proposed budget
 - i. A large balance at the end of last year was to help bridge funding from moving the PTA's main fundraiser from fall to spring. Projected net cash for this year is \$4,798.
 - ii. "Capital Projects" is the new heading for line items in the past that included "recess sheds" and "smart boards" that are paid for by the PTA. Use of the Capital Projects funding has not yet been determined.
 - iii. There was a suggestion from the Principal to re-allocate some of the Media Center funding to areas of more need because the Media Center received county money for books during the summer.
 - iv. The Cultural Arts Chair suggested that the line item names be changed to avoid confusion regarding PTA-driven versus PTA-supported items since only three of the eight line items labeled "Cultural Arts" fall under the Cultural Arts Committee.
 - c. Approval of Budget
 - i. A motion to approve the budget included the following amendments:
 - 1. Move \$1,500 from Media Center to Capital Projects
 - 2. Drop "Cultural Arts" from the following line items:
 - a. Media – Celebration Books
 - b. Media Center
 - c. Music
 - d. Music – Honors Chorus/Plays
 - e. Visual Arts
 - 3. Add "MOI" for Materials of Instruction to the following items:
 - a. Media Center
 - b. Music
 - c. Visual Arts
 - ii. Motion was seconded and approved.
12. Announcements:
- a. Thanks a Latte: presented to the Treasurer, Amy Johnson, for all her work on the budget over the past few months.
 - b. Next Meetings:
 - i. November 19, 2013 at 6:30 pm
 - ii. January 14, 2014 at 6:30 pm
 - iii. March 25, 2014 at 6:30 pm
 - iv. May 13, 2013 at 6:30 pm
13. Meeting Adjourned