**PTA Board of Directors Meeting Minutes**

**September 4, 2018 at 10:00 a.m.**

I. Call to order –Danielle Elliott called the meeting to order at 10:06 a.m. In attendance: Dawn Law, Joann Entrikin, Christine Bartolone, Mrs. Jones (1st grade), Amanda Bassett, Danielle Elliott, Mrs. Walsh, Amy Teoh.

II. President’s Report –Danielle Elliott

1. RUN Updates – As of Friday, $11,650 in sponsorships. This morning 990 in envelopes from parents. Expecting a few more sponsor checks.
2. Room Parent Orientation – 9/14 at 9:30 a.m. – Will be similar to last year with respect to guidelines for celebrations and parties.
3. Movie Night 10/5 – pick a movie – To be voted on via email.
4. Lunch with dad dates – Danielle will discuss dates with Mrs. Walsh. To be voted on email.
5. Volunteer of the Month – August – Newcomers committee: Briana Cattano; Alicia Dugas, Kristen Chang, and Claudia Bonilla.
6. Food drive expansion idea (proposal attached) – Sam Patterson would like to make his food drive project bigger. Discussed posting flyer on a mid-week Mail Chimp. Families will be asked to collect food in their neighborhood for the food drive. End date October 5th, at movie night. Board will need to approve flyer this week. Dawn will contact Barbie Patterson.
7. Multicultural event ideas – We will continue to hold Vikings Set Sail in the spring and will continue to look for ways to incorporate diversity at events throughout the year.

III. Principal’s Report - Jill Walsh or Melinda Mayhew

1. Drop-off procedure went well today.
2. Based on feedback regarding Eureka Math, Mrs. Walsh will be contacting the district to host of parent information night.
3. Discussed having the Northern High School drum line in the car rider line during RUN week.
4. Reviewed new fob check-out system that is already set up in the office.
5. Mrs. Walsh inquired about staff membership count.

IV. VP Report – Amanda Bassett

Nothing to report at this time.

V. Treasurer’s Report – Christine Bartolone

See attached budget for details. Computers are now GCS property. Christine will attend a staff meeting to review PTA reimbursement procedures.

VI. Secretary – Amy Teoh

1. Approve August Minutes – Amy made a motion to approve the August minutes. Seconded by Danielle. Motion passed.
2. PTA Project Paper-LESS – details, dates, approval – The board discussed sending a special mid-week Mail Chimp this week, and Danielle will add to Facebook. Amy presented sticker design. **Danielle made a motion to approve the PTA Project Paper-LESS with stickers. Seconded by Christine. The motion passed.**

VII. Ways & Means – Joann Entrikin

1. Family Night dates to be approved: **Joann made a motion to approve the following family nights: Summerfield Farms 10/15 and Rody’s Tavern 11/5. Seconded by Amanda. Motion passed.**
2. Summerfield Farms – 10/15 – 10% discount off store for Summerfield Elementary families. Games and activities 6:00-8:00 p.m.
3. Rody’s Tavern – 11/5; discuss flyer – Percentage of sales from the whole day will be donated to the school. As our standard practice, the flyer will be added via our electronic avenues in the same manner as all restaurant family nights. Families will need to present the flyer to receive credit for the school.
4. Box Tops dates to be approved – Prizes for the winning classes were discussed. Indoor or outdoor recess equipment. $50/$25 for 1st place/2nd place per collection. We would like to only have one week collections**. Joann made a motion to approve 10/1-10/5 for Fall, 2/4-2/8 for Spring, and 5/6-5/10 for End of Year Box Tops collection. Seconded by Dawn. Motion passed.**
5. Fall 9/24 - 9/28, 10/1 - 10/5
6. Spring 1/28 – 2/1; 2/4 – 2/8
7. End of Year 4/29 – 5/3; 5/6 – 5/10
8. Card linking – 150 linked thus far, 200 last year
9. Elizabeth’s Pizza nights have been confirmed (see Family Nights calendar from last week). All dates on Family Nights calendar now confirmed. Uptown Charlie’s will be given a one night trial, and then, we can reassess.

VIII. Programs & Advocacy – Dawn Law

1. Dates to be approved: **Dawn moved to approve these three dates. Seconded by Christine.**
2. **PTA Q/A at the Playground – 9/20 (evening)**
3. **Gift wrap for staff – 12/7, 8:00 a.m. – 1:00 p.m.**
4. **Healthy Vikings school-wide tasting – 5/15**
5. ASP Dismissal Procedure (proposal and sign attached) – Discussed posting sign in car rider line and asking the provider to send procedure out, as well. We will also include in Mail Chimp.

Meeting adjourned at 11:05 a.m.