

Anne Sullivan Elementary PTA

Board Meeting Minutes

September 5, 2019

- **Meeting called to order at 9:30 am**
- **Attendance was taken, and Secretary is in possession of the attendance sheet.**

- **Principal Update: Ms. Whisonant**
 - One kindergarten teacher was moved to first grade. About 45 students were affected.
 - We have fewer students so far at ASE this year than we did last year (1305 vs 1325).
 - We have space for more classrooms and no portables are needed.
 - We will keep water games for field day and will work with PTA to make it more manageable.
 - She will look into online reading programs and their use.
 - We will keep 3 parking spaces for the auction.
 - It was suggested that handouts with online website passwords and usernames would be helpful for parents.
 - There will be a staff requirement for them to join the PTA. The school will cover the cost if needed. Ms. Whisonant will send an email to the teachers today.

- **President Update: Nehal Dave**
 - Audit committee will consist of Rachel, Nishaat, Ken, and Lopa. Nehal will get them the information they need to complete the audit.

- **Dad's Club Update: Ken Delling**
 - Budget is similar to last year. He will discuss budget with Nehal and Angela.
 - September Playground Players scheduled for September 21st. Will send a message out by end of next week.
 - Social event for all dads on September 26th or October 3rd to coincide with Thursday night football.
 - School furniture: K-2 furniture has been delivered and is already assembled and in the pods. 3-5 furniture should be delivered later this month. Will ask Dad's Club members to help assemble. Nehal asked Ken to take pictures of the assembly and post them to Facebook, pointing out that PTA paid for the furniture.

- **Secretary Update: Nadine Skinner**
 - Sign Confidentiality, Ethics, and Conflict of Interest Agreement if you have not already.
 - Plan of Work and TX PTA Board Training- Foundations Leader Orientation (www.txpta.org/training) are due by October 15th.

- Next PTA Newsletter will come out next week on Wednesday. Please send all submissions to Nadine by Tuesday morning. The PTA newsletter comes once a month- the Wednesday following our board meeting
 - In weeks that there is no newsletter, there will be a PTA email going out on Wednesdays. Send submissions for that to Nadine by Tuesday mornings.
 - Approval of August 22, 2019 board meeting minutes: Angele made a motion to approve. Trina seconded the motion. All approved and the motion passes.
- **Treasurer Update: Nehal Dave**
 - Will send a budget out by next week after meeting with Angela.
- **FBISD Liaison Update: Trina Pagura**
 - Community Education Course registration closes on September 8th.
 - Registration for GT testing closing on September 30th.
 - If you have high schoolers and want to register for AP tests, registration closes on November 15th.
- **Parliamentarian Update: Lopa Shah**
 - We must submit bylaws to the Texas PTA. She needs a committee to help her. Tressy volunteered.
 - Nehal emailed Cindy Cruz-Davis to come back out for board training, but she wants her to come back out after we all complete our online training first.
 - Lopa suggested that we upgrade our PayPal readers so they work with the new iPhones.
 - We will talk to Angela about using Venmo for payment also.
- **VIPS Update: Nehal Dave**
 - Need people tomorrow to sell shirts during lunches for Grandparent's Day. Also need people to take pictures.
 - Nehal is organizing the sign ups from the VIPS coffee.
- **Room Reps Update: Rachel Jerng**
 - Will have a meeting on Tuesday, September 10th from 9:30-10:30 am in Extended Day for all room reps.
 - Not every class has a room rep, but it isn't many. She will email those teachers. We have some grades with 100% participation.
 - Room reps should take a picture of the teacher's favorite things list and send it out to the class.

- **Gifting Update: Karla Aranda**
 - At last exec board meeting, the exec board approved a request under \$250 for computer programs for Ms. Moore, the librarian. The total was \$168 for two programs. We need to write her a check.
 - Are trying to get a procedure in place for gifting requests: Request comes in, it goes to Ms. Whisonant for approval, she signs it so we know it was approved by her, then the request comes to Karla.
 - Karla received another gifting request for \$290 but we don't know if Ms. Whisonant approved it already, so she will hold onto it for the next board meeting.

- **Social Media Update: Angele Akle**
 - Need to write president's message for website. Nadine will work on this.
 - Renata is meeting with Shaifali at 1pm today.
 - Jennifer wants to know how we get the payments coming in online. Angele said that you have to ask Shaifali for them. But, now that a lot of payments are coming in, Jennifer wants to get the payments twice a week- on Monday and Wednesday- automatically. Send the payment info to Shefali and to Jennifer.
 - If you need something put on the website or updated, email Renata.

- **Yearbook Update: Amy Wang and Urvashi Shah**
 - New yearbook email: ase.yearbooks@gmail.com
 - Email the above address to get the yearbook code to order. Will put the new yearbook email on the website and in the PTA newsletter.
 - The code to order can still go in the Friday folder.
 - Will send the link for uploading pictures to the yearbook committee and the PTA board.

- **Membership Update: Dina Abi Saad**
 - She is busy entering in members. Handwriting is an issue. She would like Angele to take a look at the inputs.
 - So far 105 members from cash. Plus more still to enter.
 - Angele needs to cross check with PayPal.

- **Field Day Update: Erin Sherman**
 - Need to send contact information for our new field day co-chair to Nadine.
 - We will still have water games.
 - Coach Land wants to start discussing Field Day with our co-chairs.

- **Teacher Appreciation Update: Harsha Patel and Shaneela Charania**
 - Staff shirts should arrive tomorrow. On Tuesday, the staff can come pick up their shirt and have a donut in the teacher's lounge. They will email all teachers and staff on Monday. They will make a flyer for the email.

- **Multicultural Week Update: Nishaat Munshi**
 - Is November 18-22nd. Multicultural night is November 21st.
 - Each person should dedicate a minimum of 4 hours to setting up the hallways.
 - Ms. Tran wants all of the cafeteria displays, except India and China, to go out into the hallways. This will be discussed.
 - We will need lots of volunteers to man the hallways (NHS, NJHS). 3 hr slot minimum. Would love 20 volunteers.
 - Nishaat would like seats near the stage. Ms. Tran said 150 seats. Nishaat will say that as a group the PTA wants to ask for 500.
 - At the next multicultural week meeting, Nishaat will let Erin and Nehal know so they can attend.

- **Art Reflections Update: Tanmayee Krothapalli**
 - Pickup dates are October 1st (evening) and October 2nd (morning). The ceremony is November 7th.
 - She has a flyer that will be coming home in Friday folder.
 - Will need a lot of help.
 - Will send Nadine electronic copy of flyer for PTA newsletter.
 - Theme: Look Within

- **Family Events Update: Erin Sherman**
 - Polar Express night is scheduled for Thursday, December 5th

- **Dalmatian Nation Drive Update: Shefali Patel and Jennifer Bowlin**
 - Collected \$2100 so far, not including online donations
 - Will go until October 31st.
 - Will advertise on Facebook.
 - Jennifer wants to put a barometer outside during pick up and drop off. She had an idea for a bone shape.

- **Spirit Nights and Free Money Update: Shefali Patel**
 - September 10th: spirit night at Chipotle
 - The last Chick Fil A spirit night was their most successful spirit night in several years!
 - Link ASE to your Kroger card.
 - Box Tops are online now.

- **Dalmatian Fest Update: Jennifer Bowlin and Karla Aranda**
 - Jennifer made a flyer. Put on Facebook and website and in newsletter.
 - Event is Saturday, October 19 from 10 am to 2 pm.
 - We will be having a meeting right after this PTA meeting.
 - Auction will be held at Dalmatian Fest.

- Will still do auction baskets. Will have amazon wish list and can order online or drop off items in the pods. The baskets will not be by grade level.
- You can also donate big items for the auction. We will still have grade level parties and teacher for a day up for auction.
- The auction will be done on paper not via app.

- **Open House: Nehal Dave**
 - Open House: September 11th and 12th from 5-6:30pm (K-2 on 9/11 and 3-5 on 9/12)
 - We need lots of tables (membership, spirit wear, yearbook, VIPS, DND, multicultural, Dad's Club, corporate sponsorship- Code Ninjas, dentist, orthodontist). Need to tell Mr. Fess.
 - Will also have a banner for the Dalmatian Fest.
 - PTA will have 10 minutes for our meeting. We will show our video. Shaifali is working on a slide showing things PTA has paid for- Raz Kids, field trips, guided reading, etc. We want to show this too.
 - Can also put the video on Facebook to try and get people to become PTA members.
 - Nadine requested the video to put in the PTA newsletter too.

- **Next Meeting: Thursday, October 3, 2019 at 9:30 am, ASE Extended Day**

- **Meeting adjourned at 11:17 am.**