

# Anne Sullivan Elementary PTA Board Meeting Minutes

Thursday, October 3, 2019

- Meeting called to order at 9:40 am.
- Secretary is in possession of the attendance sheet.
  
- Science Night Update: Ms. Coppedge
  - Date for Science Night is January 23<sup>rd</sup>. Amy and Nadine have volunteered to help.
  - She will start planning at our next meeting.
  - She wants to know if Code Ninjas is sponsoring again this year. We will talk to Kalika.
  - Our PTA budget for Science Night is \$2000.
  - No planetarium this year- may bring in other activities such as Reptiles on Wheels, docents.
  
- Secretary Update: Nadine Skinner
  - Please complete Plan of Work and online training by October 15<sup>th</sup>.
  - Nehal is trying to get Cindy Cruz Davis from PTA to come to our November meeting for PTA training.
  - Karla motioned to approve the minutes from the September 5<sup>th</sup> board meeting. Angele seconded the motion. All approved.
  
- Treasurer Update: Angela Lewis
  - She passed out a budget and a profit and loss statement.
  - She will get together with Shane to transfer over to Quick Books from Excel.
  - DND donations are at approximately \$23000 (about \$14600 in the bank). Last year at this time we were at \$34000.
  - We may have to do some budget amendments and move some money around as needed.
  - She rolled over the gifting money for earmarked items from last year, such as the water fountains.
  - Jennifer will send information about corporate sponsors to Angela so she can fix the budget.
  - We may need to call the big-ticket items from the end of last year something other than gifting to limit confusion.
  - We are not making the money we made last year in DND, so limit your committee spending.
  - Auction is part of Dalmatian Fest- one line item.
  - If you want more detailed budget information about your event, ask Angela.
  
- Room Reps Update: Rachel Jerng
  - Paper about collecting class party money will go out in Friday folder on October 18<sup>th</sup>.
  - All teachers now have a room rep.

- Prabha said that Amy sent out an email with the teacher's wish list for their class. Wanted to know if all room reps could do this. Some teachers have wish lists in weekly smores too.
- **Giftng: Karla Aranda**
  - We have gifted \$2906 so far to teachers out of our \$6000 budget.
  - 4 requests:
    - Ms. Mask (4<sup>th</sup> grade): new teacher to ASE and to FBISD, asking for \$227 for organizing materials, folders, timer, sentence strips.
    - Ms. Huynh (K): asking for \$236 for 2 wobble chairs, containers, and 2 updated teacher edition guided reading books
    - Ms. McDowell (1<sup>st</sup> grade): asking for \$474.95 for 6 robots (b bots) used for blended learning in the classroom. She went to training on the subject.
    - Ms. Lim (2<sup>nd</sup> grade): asking for \$504 for books for all of 2<sup>nd</sup> grade on social and emotional needs and science and math.
  - Nehal motioned to approve all 4 gifting requests. Jennifer seconded the motion. All approved.
  - There was a suggestion made that if teachers have items that they would like that cost less than \$50 for them to put those items on their teacher wish lists.
- **Membership and Directory: Angele Akle**
  - We have about 400 PTA members so far- of which 50 are staff members.
  - Angele got a quote from the FBISD Print Shop for 1035 directories (stapled) for \$1300-\$1400. 1035 is the number of families we currently have at ASE.
  - We discussed have sponsors in the directory (inside the covers) but we will hold this off until next year.
  - We will put "generously donated by the ASE PTA" in the directory along with a short description of PTA.
  - A letter will go out to parents asking them permission to be in directory.
  - Nehal motioned to add directory into the budget. Karla seconded the motion. All approved.
- **Website/Social Media: Renata Lara**
  - Shefali Shah needs access to our Dropbox. Renata will send Shefali's email address to Lopa.
  - Sponsors are now on our website.
  - Renata will upload the PTA video to the Facebook page.
  - Renata will create events on the Facebook page where people can respond that they are going.
- **Dad's Club: Ken Delling**
  - Dads are meeting tonight at Center Court.
  - Playground Players is this Saturday.
  - Jennifer will call U Line and ask where the outdoor tables are. They have been paid for but have not arrived yet. There should not really be any set up required by the dad's club.

- Yearbook: Amy Wang
  - We need to publicize the FB page and our website more in general.
  - Nehal said to add your FB friends to the ASE PTA website.
  - We have sold just under 200 yearbooks. Also 39 DND yearbooks.
  - Now there is a 10% discount on yearbooks.
  
- Teacher Appreciation: Shaneela Charania and Harsha Patel
  - Trail Mix Bar on October 23<sup>rd</sup>.
  - Will send a sign-up genius and will meet with Erin to set up the sign up.
  - Shaneela made purchase for the trail mix bar and will return what is not used.
  - Will have people staying during the event- will also contact volunteers who signed up at VIPS coffee.
  - Lopa will email Kalika and ask her to put the list of volunteers from VIPS coffee on our Dropbox.
  
- Multicultural Week: Nishaat Munshi
  - New date is Wednesday, November 20<sup>th</sup>. Please put in your calendars.
  - Food trucks are confirmed for this new date.
  - Will make stickers to remind students of the new date- can buy labels from Amazon and print at teacher center.
  - Will be a sign-up genius for the performances and displays going out next week. If you don't show up at rehearsals, you will not be allowed to perform.
  - 4<sup>th</sup> and 5<sup>th</sup> grade room moms will need to help with set up. Set up day is November 12<sup>th</sup>.
  
- Art Reflections: Tanmayee Krothapalli
  - Had 130 submissions over all categories.
  - Ceremony is November 7<sup>th</sup> at 5:30 pm.
  
- Field Day: Prabha Abraham and Deepali Agrawal
  - Date is April 3<sup>rd</sup>. Early May is too busy.
  - We will have water games.
  
- Dalmatian Nation Drive: Shefali Patel and Jennifer Bowlin
  - We have only had 120 families donate so far or 11.5%.
  - We need ideas of what to do to increase participation.
  - Ms. Samuel from 3<sup>rd</sup> grade sent a personal message out to her class.
  - Ms. Coppedge: Put a treasure box down at front office. Have a group of names called on morning announcements each day, and then those students get to come to front office to pick a treasure. Will call names for any amount donation. Give list of names to Mr. Parker, Ms. Moore, Ms. Kaiser, Ms. Whisonant, and Ms. Alotta.

- Spirit Nights: Shefali Patel
  - Mod Pizza: October 8<sup>th</sup> from 10:30 am until 10 pm
  - Small Cakes: October 18<sup>th</sup> from 10 am until 8 pm. Also, if you go and buy mini cupcakes for a party at ASE, and tell them, they will also donate money to ASE.
  - Chick Fil A: October 22<sup>nd</sup>
  
- Spirit Wear: Arpana Dadhia
  - Have sold 450 shirts for a total of almost \$13k. Profit of about \$8k.
  
- Dalmatian Fest: Jennifer Bowlin and Karla Aranda
  - Spread the word about the event.
  - We need more auction items. Each day, they are focusing on 2 specific baskets. Please purchase something- there are inexpensive items available.
  - Will need lots of volunteers- will be sending an email.
  
- Fun Run: Jennifer Bowlin
  - 1<sup>st</sup> meeting will be week of October 21<sup>st</sup>.
  - Date is February 29, 2020. But that date may have to change.
  
- Meeting adjourned at 11:20 am.