

Anne Sullivan Elementary PTA

Board Meeting Minutes

Thursday, November 7, 2019

- **Meeting called to order at 9:36 am.**
- **Secretary is in possession of the attendance sheet.**

- **Principal Report: Ms. Whisonant**
 - Busy week at school with the book fair, art reflections, and the kindergarten fall festival.
 - Gearing up for multicultural festival. FBISD community relations will take pictures. Hoping to have a small write up of the event from FBISD.
 - Nehal said that outdoor furniture has been reordered and wants Ms. Whisonant to alert Ms. Kiser that it is coming. We do not have to do any assembly. Nehal will update when we have the delivery date.
 - Ms. Moore is checking on the movie license (\$400) for the Polar Express night because the district did not renew the movie license. The cost is for any movie (K-12) for the entire year so we could also use it for movie night. We may have Ms. Whisonant read the book to all students in the café this year. Polar Express night is on December 5th at 6 pm, and we will have a general PTA meeting at 5:30 pm right before.

- **Teacher Rep Update: Ms. Coppedge**
 - Thank you for the trail mix bar and for all the work PTA has been doing.
 - She gave a gifting request to Nehal.

- **President Report: Nehal Dave**
 - We have been asked to add 2 assemblies: Morris Brothers safety/stranger danger and one on healthy eating. This will go over our assembly budget for the year, and Nehal said yes to the assemblies. We will need a larger assembly budget for next year.

- **Secretary Report: Nadine Skinner**
 - Please sign the Confidentiality, Ethics, and Conflict of Interest Agreement if you have not already
 - Plan of Work and TX PTA Board Training are now past due.
 - Send anything for next week's PTA Smore newsletter to Nadine by Monday, November 11 at 12 pm.
 - Erin motioned to approve the October 3rd meeting minutes, and Ken seconded the motion. All approved.

- **Treasurer Update: Nehal Dave**
 - 2 signatures, including VP are required on all reimbursement forms.

- **Parliamentarian Update: Lopa Shah**
 - She is working on creating our standing rules. She needs to meet with Nehal. She has requested info from TX PTA and is waiting for a response.
 - We are not using the Drop Box very much. Lopa can update documents for you if you can't- just send them to her. We need to add all word docs, templates, etc.

- **VIPS Update: Nehal Dave**
 - We need help tomorrow, November 8th, with serving at the Veteran's Day lunch. Amy will ask yearbook committee. Nehal put the sign up on Facebook.
 - Check Facebook for other VIPS sign ups.

- **Room Reps Update: Rachel Jerng**
 - Class party money is on target. Reminders are in grade level smores.
 - All grade levels have a plan for hallway decorations.
 - Winter parties for K-4 are on December 18th. 5th grade winter party is on December 19th- 1-hour party with all classes in the cafeteria.
 - Grade level leads are taking charge of party planning.
 - Party times and dates were given to us by Ms. Whisonant. Ms. Coppedge will ask if the kindergarten party can start a bit later and not right when school starts so parents can set up the morning of and not the day before.
 - Glue dots are best to hold décor to door frames.
 - We have agreed that outclass doors should also have holiday décor. This can be divided up among the grades.

- **Giftng Update: Nehal Dave**
 - We have used about 75% of our budget. We have 2 new gifting requests.
 - We want to hold onto some money for summer professional development for teachers.

- **Yearbook Update: Amy Wang**
 - Sold 220 yearbooks.
 - 5% off yearbook price until the end of November. She will send the QR code for smore newsletters.
 - Send any Dalmatian Fest pictures to Amy.
 - May want to hire a photographer or use HS students to photograph our big events, like multicultural night and fun run.

- **Programming Update: Erin Sherman**

- Thanksgiving Fest is on November 14th for teachers. Sign up is full. We only help with delivery.
- We will be helping with 2 days of Christmas in December. We don't know the dates yet.
- Very busy with Multicultural Week. We need more booths- no USA so far. Auditions are on November 8th. Send pictures of your children to Ms. Alotta for the display- only the child should be in the picture.
- Art Reflections is tonight. Will be setting up at 2:30 pm.
- Field Day is April 3rd.
- Polar Express is December 5th at 6pm. Erin and her mom are making a foldable, foam core train (6 ft by 5 ft). We might have Ms. Whisonant read the book in the cafeteria and project the book pictures on a screen behind her (power point or something else). Play movie while eating snacks in cafeteria. Santa may come (friend of Erin's). Looking to also get live reindeer. Will have a general PTA meeting at 5:30 pm that night. At the PTA meeting, we will have a breakdown of where PTA money is being spent.

- **Financial Update: Jennifer Bowlin**

- \$3500 in corporate sponsorships so far.
- DND: \$39526 as of today. May do one last push the first week of December and send a flyer home.
- Spirit nights and free money: \$1721 in spirit night money as of today (Sake gave us \$500- huge success). Box Tops-\$101. Kroger- 64 members- \$122. Marquee- \$1560.
- Spirit night break down: CFA- \$250, Chipotle- \$250, Apex Cheer- \$340, Mod Pizza- \$300, Small Cakes- \$83, Sake- \$500
- Muscle Maker Grill is our next spirit night- owned by a kinder parent.
- Spirit Merchandise: We sold \$400 at fall festival. We did not meet the minimum order for the bling shirts- will be refunding.
- Dalmatian Fest: Profit of \$14k, not including grade level parties. If we sell out grade level parties, profit will be \$19k. 2 items did not sell at auction- camp gladiator and ideal image hair removal- see Jennifer if you want to purchase. Maybe next year we will put the auction items outside under a tent and bring back the online auction option.
- Fun Run: New date is February 22nd. Will have color run, food trucks, and inflatable. 5th graders will have contest to decide shirt design- flyer will go home in next week's Friday folder. Will have subcommittee meetings (sponsorship, course, registration, food vendors) during the 2nd week in December. We are looking for a new online registration system.
- Sign up for Jump Rope for Heart volunteering on November 15th- sign up link on Facebook.

- **Next meeting Tuesday, December 3, 2019 at 9:30 am.**

- **Meeting adjourned at 10:46 am.**