

Anne Sullivan Elementary PTA

Board Meeting Minutes

Tuesday, December 3, 2019

- **Meeting called to order at 9:45 am.**
- **Secretary is in possession of the attendance sheet.**

- **President Report: Nehal Dave**
 - Write your volunteer hours from outside of school from August-now on the sign in sheet. We will put our volunteer hours on the sign in sheet starting at next month's meeting.
 - Students can wear PJs to school on Thursday for Polar Express day.

- **Teacher Rep Report: Ms. Coppedge**
 - Thank you for multicultural night!
 - Science Night: Will be on Thursday, January 23rd from 5-7 pm. She will be meeting with Code Ninjas soon. The dome has been booked and is contacting other vendors. She has met with teachers to discuss stations and exhibits. Amy and Nadine will help before event and will get high school volunteers to help on science night.

- **Polar Express Night Report: Erin Sherman**
 - Train was put up yesterday. Thank you to all helpers!
 - Doors are almost finished- need help with outclasses, specialists, and the 4th grade.
 - Also need help sorting candy canes into bags for teachers to hand out on Thursday. Can help after this meeting.
 - Live reindeer are coming to school on Thursday from 8:30 am to 10:30 am. Will spend 20 minutes in each pod and will have pictures taken by class. Ken and Erin will be there to help. We don't want a huge turn-out of parents.
 - Need to pick up 8 trays of cookies at Sam's Club on Thursday after 12 pm.
 - Will decorate café after school at 2:30 on Thursday- trays and tablecloths.
 - Will be playing Polar Express movie on big screen on background in café. Will talk to Mr. Parker.
 - Dads will read in the Pods. Will also need Dads to help handing out cookies in café.
 - Please show up for the general PTA meeting in the library at 5:30 pm before the Polar Express event starts at 6 pm.

- **Secretary Report: Nadine Skinner**
 - Send submissions for December PTA Smore newsletter to Nadine by 12 pm on Friday 12/6.
 - November 7, 2019 minutes approved- motion made by Nehal Dave and seconded by Lopa Shah.
 - Please fill out Plan of Work and do TX PTA Training online.

- **Treasurer Report: Angela Lewis/Nehal Dave**
 - The audit could not be finished because there was no reconciliation done for last year's books. Angela needs to clear out Shane's books from last year. She will have it completed by Thursday.

- **FBISD Liaison Report: Sheema Qadeer**
 - Parent night on human trafficking and keeping kids safe on December 10th from 6-7:30 pm at Pecan Grove Elementary School. Event is free and for adults only.
 - Harvest Market in Sienna is giving away a free kid's meal for kids 12 and under with each adult meal purchased until December 25th.
 - FBISD Board Meeting on December 16th at 6 pm. FBISD Board Workshop on December 9th at 6 pm.

- **Parliamentarian Report: Lopa Shah**
 - She is hoping to wrap up the audit with Angela and Ken by early next week.

- **VIPS Report: Nehal Dave**
 - Have parents complete background check and have license scanned before holiday party.
 - PTA members have been contacting Nehal asking why they aren't being contacted for volunteering. We may want to put a yes or no checkbox for volunteering on PTA membership forms.

- **Room Reps Report: Rachel Jerng**
 - Planning winter party continues. We need to have the party menus (brands/varieties) put into the grade level smores because of allergy concerns. Rachel suggested that we take pictures of ingredient lists.
 - 2 party sign up geniuses will be sent out- 1 for volunteers (those that will come in early to help set up) and 1 for parents who are just attending the party.

- **Communications Report: Angele Akle/Nehal Dave**
 - We have 424 PTA members with 400 of them sent to the TX PTA. Angele is not aware of any awards from TX PTA.
 - The directory is irrelevant if there is low participation from ASE families. Digital has not worked and parents may not turn in paper form requests.
 - We may need to put directory requests in the manila folder of information at the beginning of the school year next year.

- **Programming Update: Erin Sherman**

- Teacher Appreciation: helping with 12 days of Christmas- sign up genius for gift cards went out, will also help with bagel and donut bar. We were asked to help with cookies, but we will just be able to donate any cookies we have left over from Polar Express because we had to pay for Polar Express cookies this year.
- Multicultural Week went well. Is Ms. Tran judging the hallways for a popsicle party?
- Will be meeting for field day soon and deciding on a rainy day.

- **Financial Update: Shefali Shah**

- DND: We raised \$40,061 and met our goal. The morning announcements helped, and we will do them again next year. She will get info (parent/student name, teacher name) for DND yearbooks to Amy. She will also send the same info to Arpana for the DND spirit awards....
- Spirit Nights: Muscle Maker Grill was not very successful- too far away from ASE. Marcos Pizza on 12/10 is donating 50% to the PTA. Small Cakes will donate 25% if you order your child's birthday cupcakes from them- there will be a flyer in Friday folder. January 14th will be Tropical Smoothie Café.

- **Meeting adjourned 10:50 am.**