

PTA Board Meeting Minutes

February 5, 2019

1. Amy Wolin motioned to approve minutes from January Board meeting.
Shannon Quattlebaum – 1st
Pam Warren – 2nd
Minutes approved

2. Budget update – Pam Warren
 - a. Received check from Art by Me - \$2,336
 - b. Bonus Bucks
 - c. Movie Night
 - d. Money for Buddy Benches – Pam clarified how the money is being differentiated when someone is donating to Buddy Benches as opposed to Teacher Appreciation
 - e. Spirit Sticks – almost at a break even
 - f. Restaurant Nights – amount increasing, but we may end up being under our fundraising goal
 - g. Teacher Appreciation – most donations coming in online should now be Teacher Appreciation since Buddy Bench is complete

3. President Info. – Amy Wolin
 - a. Every committee needs to create a continuity binder to include job description, bylaws, etc. We have money in the budget to purchase the binders and any supplies needed to complete the binders.
 - b. General meeting – looking at March or April. Suggested to have a nighttime meeting. Need to have enough board members to make quorum. It was suggested perhaps a 5:30 meeting and make it an ice cream social. Maybe a Friday night is a good idea. Currently looking at Tuesday, March 26 at 5:45 and we will look at the budget to see if we can serve pizza and ice cream.
 - c. Spring Event – April 26. The budget is \$1,000. We agreed upon a dance – a Spring Fling. It was suggested that we designate a dance area so that kids stay in one space to dance. A DJ will be hired. Ideas to be brainstormed and a committee to be formed.
 - d. Liability Insurance – Pam confirmed that we do carry this insurance.
 - e. PTA Grants – we have lapsed on PTA Grants. Grants were done in the Fall of last year. This year nothing has been done. Davis Rapp to ask the Grant Committee if anything has been done and will follow up with the Board.

4. Principal Info. – Michelle Craddock

- a. Mrs. Craddock has gotten a quote on new playground equipment. The cost is \$13,000 plus installation and borders and mulch or rubber surface – around \$20,000. Looking to place equipment at the Upper Level playground. It is a double arch swing. This playground equipment would be perfect for handicap accessible. It is something being looked into for next year. The PTA will look into whether they will have money in the budget to allocate the end of this year.

5. Teacher Information – Julie Simoneaux

- a. Julie to poll the teaching staff on feedback on where the surplus of the budget should go. What is important to them? Is Artist in Residence worth it to them? Too much, too little? How much does each grade need.
- b. Many teachers have expressed thanks for the grants they received. Teachers have been emailing Amy to hand in their receipts. Julie will remind them to hand them in ASAP.
- c. Will the mini grants be re-opened? Maybe \$1,000 to \$1,5000 left of mini grant money. Julie will send a reminder out to all staff. All teachers can apply – even if they have already received a grant.

6. Buddy Bench Event – Jill Shelnut

- a. Problem arose that we cannot sell bingo cards. A license would need to be obtained in order to gamble – would have been \$1,000. Amy contacted the State licensing office. We decided the event will be free and will be by donation only. We have already accepted some money and that money will be returned that evening.
- b. Jill Shelnut will look at the volunteer signup to see how many volunteer spots are still open.
- c. We will be playing music at the event.

7. International Festival – Shannon Quattlebaum

- a. We have 16 tables confirmed – would like to raise that to 20 tables
- b. We are so grateful to have the China table involved
- c. An online volunteer form to be sent out soon
- d. Is there a way to purchase more eco-friendly dishware? PTA Board grants permission for the committee to buy what they deem appropriate and more eco-friendly
- e. Kindergarten is handling the drink table
- f. Special Spirit Sticks are being ordered. They will be sold at the International Festival
- g. Is there a budget to follow from last year? It was advised to contact Becky Turner, who should have that information

- h. The Event hours will be Parade and Choir at 11:30. The food sales will begin at 12:00.
8. Restaurant Night
- a. February – look into Five Below – print a flyer and bring it over a weekend
 - b. March – McTeacher Night – Jennifer Patridge has a date. Amy to confirm with her
 - c. April – Jersey Mike’s
 - d. May – no restaurant night scheduled
9. Teacher Appreciation – Davis Rapp
- a. All days are lined up with donations of food. The catered meal is covered
 - b. Grand prize of Patrick Square Inn overnight and a gift card for Rick Erwins
 - c. Another big prize of a week at Folley Beach
 - d. Question about how the ASC workers fit in? Do we include them?
 - e. Teachers to wear CES shirts
10. Spirit Sticks
- a. Sales are going great
 - b. No Valentine Candy Grams this year so we will sell spirit sticks coupons. Amy to come up with a sheet to send home to families and post online
11. Walk to School Day – Pam Warren
- a. March 6
 - b. Friends of the Green Crescent want to participate. They want to hand out stickers or a small food item. Car decals are fine. They will have a spot on our flyer.
 - c. Want to invite the City Council to come to our Walk to School Day
12. Volunteer Coordinator Info – Kelly Boland
- a. Cafeteria workers. Kelly met with Tonya. The reason we are using so much Styrofoam trays and paper products are due to staffing issues. Could that be a volunteer position – and could parents help fill in. Mrs. Craddock to look into that.

Meeting adjourned