

PTA Board Meeting Minutes
October 2, 2018

Board members in attendance: Nadia Moysey, Amy Wolin, Jill Kiss, Pam Warren, Michelle Craddock, Julie Simoneaux, Davis Rapp, Robert Craft, Shannon Quattlebaum, Kelly Boland

- 1) New budget for 2018-2019 was approved at the PTA General Meeting
 - a) Financials to date (Pam)
 - i) Added in the free Spring Dance
 - ii) Accounting portion removed (no need for Accountant)
 - iii) Breaking out the Art Show
 - b) Teachers and club leaders have been informed about their budgets for the year
 - i) Davis Rapp and Laura Roth are the Lego League Representatives (budget sheet will be amended to show this change)
 - ii) Bonus Bucks – Amy will get involved with this. Nadia will looking into a Bonus Bucks app
 - iii) Artist in Residence money has been sent to Julie Simoneaux, and she will distribute
- 2) Teacher Grants
 - a) Teacher mini-grant application was sent to all teachers. Deadline of November 30.
 - b) Nadia proposes to release the full teacher grant funds (\$250 each) and have those evaluated and approved before Christmas break. All Board members agree.
- 3) Artist-in-Residence Updates
 - a) Approved programs – Family Literacy event, QUEST to bring in Childrens Museum of Greenville (3rd and 4th and a few 2nd graders), K-5/1st/2nd partial
 - b) All other grades have been informed of the money that is available to them this year.
 - i) Mrs. Craddocks informed the group that the 5th Grade wants to bring in Jeff Howland early in the year. It is a neat program since the 5th graders then perform what they learn to the entire school. Mrs. Craddocks to write that request.
 - ii) Teachers will be asked how any leftover money will be spent for next year.
- 4) Update on Back to School Bash
 - a) Revenue - \$3,777.40; Expenses - \$1,526.87; Profit - \$2,250.53. Our goal was \$2,500
 - b) Suggestions:
 - i) Keep it early in the year. More teachers were involved
 - ii) Move to a Friday evening to beat the middle of the day heat
 - iii) Advertise earlier for advance sales
 - iv) Maybe set the date once the Clemson Univ. football schedule is released in the Spring
 - v) Bundle the wristband to include food
- 5) Request by Keller Williams to supply the school with branded trick or treat bags
 - i) Conversation and concerns were voiced about advertising a particular business
 - ii) Mrs. Craddock was emailing higher ups to see if there is a school policy
 - iii) Group consensus was that this is opening us up to scrutiny and unnecessary problems and that it was not something we were interested in
 - iv) Nadia to inform Keller Williams
 - v) Maybe a policy should be established in the event this comes up again
- 6) Spirit Wear Fundraiser

- a) Julie Simoneaux and Nadia Moysey will meet to discuss designs and layouts for shirts
- 7) Spirit Stick Fundraiser
 - a) PTA plans to give every student one specially made Clemson Elementary spirit stick and a ring to start. Amy stated the stick will be white background, blue lettering and an orange paw print. The initial order placed will be 1,000.
 - b) \$1,000 will be utilized to place an additional order of a variety of spirit sticks. This will be billed to direct donation fundraising
 - c) Amy found she can order 200 rings for \$8.00 (this brings the rings to \$.04/each)
 - d) Plan to set up in the mornings a few Fridays each month to sell the Spirit Sticks for \$1.00 each.
 - e) Suggestions were made to advertise the sale – posters, flyers, a You Tube link, etc.
 - f) Jill and Amy will get together to make an initial decision and order of Spirit Sticks
- 8) Art By Me Program
 - a) Shannon Quattlebaum and a small group of volunteers were able to label all artwork.
- 9) Walk to School Event – October 3
 - a) Tiger mascot will be there to greet and take pictures with walkers/bikers
 - b) Stickers will be handed out
 - c) Chalk to sign name upon arrival around the flagpole in front of school
- 10) Reflections
 - a) Committee is Marissa McFarland, Allison Wells and Jennifer Partridge
 - b) Entry forms have been distributed
- 11) Hurricane charity effort – idea brought forward to do a toy/clothing drive
 - a) Board has decided not to pursue this idea
 - b) An idea was stated to maybe sell an appropriate Spirit Stick around the Thanksgiving timeframe and donate the sales of that Spirit Stick to the Clemson Community Care organization
- 12) Scheduling Events
 - a) Buddy Bench Fundraiser – no date has been set yet
 - b) International Festival – potential March 9 date. Need to verify that the Art Show can be held at the same time
 - c) Spring Dance – late April or May 3 (Friday night). Amy is organizing and is thinking of a movie night or perhaps a dance. Bring a dessert to share. PTA would provide drinks and entertainment. Amy's ideas are a luau or a sockhop on the soccer field.
- 13) Filling open vacancies on the PTA
 - a) Kelly Boland has stepped in as the Volunteer Coordinator
 - b) Jamie Young and Kristen Word are handling monthly Teacher Appreciation. Davis Rapp is the Teacher Appreciation coordinator
 - c) Restaurant Night – still need to fill this vacancy. Board members brainstormed additional restaurants to seek out for Restaurant Night.
 - d) Website – still need to fill this vacancy. Heidi Williams has offered to help with the website, but we still need someone to fill this position permanently.
- 14) Teacher Appreciation
 - a) A letter has been typed up, Mrs. Craddock to approve. Sending it home with all students soon. It was suggested that Tricia Davis help with copying/sorting/distributing the letter.
 - b) Teacher Appreciation Week will be held the week before Spring Break – April 8-12.

- c) The days being planned are: Breakfast, Donuts with Coffee, Tea and Cookie (McDonalds to provide), maybe Pound Cake Man, school supplies, catered lunch
- d) Kelly Boland requests a copy of the letter to follow up and send to room parents in about a month or so
- e) A suggestion that maybe Bonus Bucks can be linked to Teacher Appreciation

15) Back to School Night

- a) All families should gather in the Cafeteria prior to visiting the classrooms for a brief presentation. Mrs. Craddock will send an email or post on day of to clarify this process for families.
- b) PTA will be present and hope to sign up members and exceed the 175 current members.

16) Minutes from the General PTA Meeting were presented to the Board by Nadia Moysey. She proposed a vote to accept the minutes as presented. Julie Simoneaux made a motion. Robert Craft seconded. Motion passed.