

## SES PTA Board August 5th Meeting Minutes

Board Members Attended: Victoria Chartrau, Chelsea Metros, Brandee Keiss, Telleen Gegner, Tori Carr, Katie Tidwell. Teacher/Staff Attended: Charlene Wyatt, Elyane Ongtingco, Kristen Muller, Amber Little. Board Members Absent: Kaycia Rhone, Chloe Chamberlin

**Call To Order/Vote to approve July Minutes -approved**

### President

- Feedback (5 mins)
  - Popsicles w/Principals - great feedback; front needs pressure washing due to popsicle stains as well as other areas outside the school. Consider a Volunteer day with 5-8 dads/pressure washers ~1 month
  - Teacher Breakfast - great feedback; will do a teacher email via admin to push memberships & spirit wear
  - Meet & Greet - great feedback; change nothing
- Budget Meeting (5 mins) - Brandee to lead, Tori support; Board not required to be there; Make sure we can project Budget on screen at start.
- Open House (15 mins) - see Open House planning sheet
  - Budget Approval
  - Run of Show
  - Schedule
  - Powerpoint
- Digital Learning Day (5 mins)- Telleen to do a flier with Braves, CEC, Burger Crush. Will go out next monday for Tuesday folders. Chelsea to get Telleen all Fall Spirit Night Dates to include
  - Chuck E. Cheese - will consider PTA table from 3-5 PM; make sure to advertise teachers/staff get a free meal; have to mention SES; CEC sending advertising info
  - Burger Crush 12-9; 15% of sales
- Braves Day (5 mins)
  - Fundraising/ Profits -~1/3 of tickets sold; close to profiting - love the website feature!
  - Student Recognition- Golden Glove- most homeroom tickets sold; Classroom with highest % of students attend popsicle party. PTA can be on the news the Friday before, also consider that Friday (23rd) a “Braves Day” and have the kids wear Braves gear.
- Membership Updates (5 mins)
  - Parent Goals - 90 parent memberships; goal of 400

- Teacher Goals - 86 total memberships; 67% of goal - Tori to send admin letter to send to staff
- Student Recognition - class with most memberships for July/August gets popsicle party in early Sept (consider having lunch in the classroom) ; Popsicles and chalk at recess (future ideas)
- Grade Level T-Shirt Update (5 mins) - Muller to coordinate 4th grade sizes; waiting to hear from Shirt Shanty; Consider gifting shirts at Field Trip times instead of all at once to help with loses
- Spirit Wear Update (2 mins) - maxed out our reorder; will do push to teachers for adult sizes; no more re-order for the year
- Teacher Quarterly Birthday (2 mins) - will do Friday, August 23rd; Muller to have Cindy put-up June birthdays
- Bike Rack for walker line (2 mins) - admin approved; want to start small; will work with admin, county and Ontingco for procedure for placing one in walker line. Will consider more if demand is there
- Uniform Collection (2 mins) - PTA will support Foundation in compassionate closet efforts; admin approved; will place a bucket outside of front office for new/gently used, no stains/holes- can do spirit wear & uniforms. Consider 3 “mini” drives- one now, one as it gets cold, one at end of year/5th grade collection

#### **VP Involvement (8-10 mins)**

- Volunteer Sign Ups
  - Currently only 5 (as of 7/30/24) - up to 11 volunteer sign-ups
  - Ideas to boost sign ups
    - Requested dedicated post on social media (8/22)
    - Poster board at Open House

Volunteer Opportunities: Dad clean-up day with pressure washers; Dad’s monthly carpool lane for high fives, etc; Consider a “dad’s club” next year.

- Volunteer Zoom Meeting
  - Proposed Week of 8/26/24 - Katie & Kaycia to confirm date/time
- Email for sharing photos: [Sesptaphotos@gmail.com](mailto:Sesptaphotos@gmail.com) - Muller to set up grade level folders to put photos in; will continue to discuss if there are any students who “opt-out” of photos; consider yearbook application to make easier;
- Discuss any anticipated needs from the Involvement Team for Budget Review Meeting

#### **VP Fund Development**

- Sponsorship Updates - Killing your goals! 😊

- Spirit Nights - (Chelsea) will work on flier of all Fall dates to go in Folders next Monday
  - Advertising
    - Stickers - admin approved stickers for kids day of Spirit Nights; some in PTA closet

**VP Communication**

- Social Media
  - Sponsors +Spirit Night follows - all sponsors are in Drive w/logos
  - Upcoming
    - Meet the Board - start today and post those interested
    - Membership push - can do anytime of the year
    - Volunteer sign up - consider dedicated subcommittee posts
    - Sponsor highlights
    - Key dates (Fall pictures, Digital Learning Day, Braves game, etc.)
  - Reminder to engage with the post/stories
- Flyer Communications
  - August/September + Meet the PTA (Complete)
  - September/October +From the PTA (Needed to highlight?)
- Misc
  - Open House PPT
  - Website update? (Budget + meeting minutes, etc. to be added-anything else?)

**Treasurer**

- Budget updates - started with \$12K, have \$30K+ in account, \$2.2K in July expenses; will expect larger expenses with grade level T-shirts in August; Need to maintain \$20K at all times to cover known next year expenses; Ontingco would like to start a SES Scholarship for HS Seniors- she will lead; PTA can donate \$1000. (Possibly) Foundation and Library to also donate \$1000 each

**Secretary**

- Updated calendar items - need to add all spirit nights (Chelsea/Victoria to send) and national staff appreciation days (Tori to send)

SES Important Date

08/08 6-8 PM	Open House	6- 6:20 PM - PTA Meeting 6:30 - 7:10 PM Session I 7:20 - 8 PM Session II
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		PTA Membership and Spirit wear sales
08/12	Media Center Opens	
09/19	Digital Learning Day	Possible Spirit Day/Night
08/19	Fun Club Registration Closes	
08/26	Fun Clubs Start	
08/21	Fall Pictures	
08/26	Fun Club Begins	Runs through Foundation
08/30	Teacher PTA Membership Deadline	100% before August 30th for additional teacher lunch
09/02	Labor Day	School Closed (Monday)
09/06	Teacher Membership Lunch	Will do PTA sponsored teacher lunch if 100% membership is reached
09/08	SES Braves Day	*tentative* PTA coordinate
09/12 6-7:30 PM	Heritage Night	Kristen will be in touch with PTA to see if ESOL dept. would like to partner
09/16	Dot Day!	
09/17	Classified EOY Luncheon	PTA/Foundation will do gift basket to be delivered on 09/18 to Streeter
09/23- 09/27	Fall Break	
10/2	National Walk to School Day	Walk or bike to school
10/09-10	Book Fair Starts	Drop off: 10/08 Preview: 10/09
10/10	Fall Picture Retake Day	
10/10	Bingo Night (2nd PTA Meeting 6:00-7:30 PM)	PTA to lead with admin Book Fair Open; Consider Dix as lead
10/11	End of 1st 9 weeks	
10/14	Digital Learning Day	PTA will do snacks, etc for teachers
10/15- 10/18	Conference Week	Early Release Days

		(PTA to do some TA this week)
10/18	Book Fair Ends	Pick-Up: 10/21
10/21	Teacher of the Year Pep Rally	PTA/Foundation will do gift basket to be delivered on 09/22 to Gibson
10/21-25	National School Bus Safety Week/ Bus Driver Appreciation	
10/23	Dance-A-Thon Pep Rally	Foundation Fundraiser
10/23-11/1	Foundation Fundraiser Week	
10/24	CCSD Honor Chorus	
10/31	Halloween/Book Character Day	
11/01	Dance-A-Thon	During Specials (Foundation)
11/05	Election Day	Kids holiday; Staff in building
11/08 6PM	Movie Night	
11/011	Veteran's Day Parade	With MC reception after?
11/14	Mass Hearing and Vision Screening	(1st, 3rd & 5th)
11/18-11/20	Thanksgiving Lunches	
11/25-11/29	Thanksgiving Holidays	
12/12 6:00-7:30 PM	STEM Night	
12/19-12/20	Early Release Days	
12/20	End of 2nd 9 weeks	
12/23- 01/03	Winter Holidays	
01/02	Staff Back!	
01/06	Students Return to School	
01/10	Q2 Report Cards Posted on ParentVUE	
01/17	100th Day of School	
01/20	MLK, Jr. Holiday	School Closed

02/03-02/14	Kid's Heart Challenge	CCSD Fundraiser
02/04	Cap and Gown Pictures	Kindergarten and 5th Grade
02/07	4 ½ week Progress Reports Distributed	
02/10-02/14	Teacher & Staff Appreciation Week	
02/14	Beta Club Induction Ceremony	9 AM
02/17-21	Winter Break	
02/28-03/07	Spring Book Fair	Late Night- March 6th
03/01-02	Grounds Beautification Weekend	
03/03	Digital Learning Day	
03/05	Celebrate Read Across America	
03/06 6:30 PM-8 PM	Bike Night	
03/10-14	Exceptional Children's Week	
03/14	End of 3rd 9 weeks	
03/18	Spring Pictures	Individuals and Class Pictures
03/21	Q3 Report Card Posted in ParentUVE	
03/24-03/28	Change for Change	Foundation Fundraiser
04/03	Field Day (K-2)	
04/04	Field Day (3-5)	
04/14-04/18	Read-A-Thon	
04/24 6:00-7:30	Fine Arts Night	Music and Art Departments
04/25	4 ½ Week Progress Reports Distributed	
05/06	National Teacher Appreciation Day	PTA- Providing Lunch
05/11	Mother's Day	

05/15	5th Grade Awards and 5th Grade Walk	
5/16	Senior Walk	Seniors that attended SES
05/19-05/21	Early Release	12:30 Dismissal
05/19	5th Grade Kickball Game	
05/21	Last Day of School	
05/23	Staff Last Day	
05/28	Q4 Report Card Posted in ParentUVE	