

SES PTA Board

November Board Meeting Agenda

Board Members Attended: Pierre Smallwood, Alexa Hesse, Laura Fine, Maggie Williams, Gentry Kozub, Chelsea Metros, Gentry Kozub, Telleen Gegner, Mandi Mitchell,

Teacher/Staff Attended: Kristen Muller, Amber Little, Elayne Ongtingco, Heather Depetro

Board Members Absent: Brandee Keiss

Start: 8:02

End: 9:30

Time-Sensitive/Critical Topics

Events	Spirit Nights
<ul style="list-style-type: none"> ● 12/18-19: Early Release ● 12/22-1/5: Winter Holidays ● 1/6 Tom's Coffee Truck 	<ul style="list-style-type: none"> ● 12/16 Zaxby's 5-8pm <ul style="list-style-type: none"> ○ Flyers for mailboxes ● 1/7 Fruit Tea Spirit Night 3-6pm ● 1/13 Willy's Spirit Night 11 AM-10PM ● 1/28 Sparkles 5-8pm ● 2/4 Fruit Tea Spirit Night 3-6pm ● 2/11 Smallcakes ● 2/24 Zaxby's 5-8pm

Executive & Committee Member Roles

Secretary: Gentry Kozub

- Call to Order
- Minutes approval for Board Meetings
 - November Meeting Minutes
 - General PTA Meeting- Dec 3rd
 - **VOTE:** Gentry motion to vote to approve November Board meeting minutes, 2nd received, unanimously approved
 - **VOTE:** Gentry motion to vote to approve General Meeting on December 3rd meeting minutes, 2nd received, unanimously approved

President: Pierre Smallworld

- Hallway Lights: great response and the kids loved
- Smyrna Pops
 - All Dads, once every month having breakfast for the kiddos
 - 7:10-7:45
 - A message for the kids

- 20 dads have agreed
- Back garden cleaned out this Saturday
- Shirts (\$20)
 - Will PTA pay for these?
 - Who is getting the shirts
- School is paying for the license
 - Sign up and pay in January and you get 18 months of an active license
 - \$100
- Keith Shoemaker (Started Watchdog Dad/All Pro Dad's) started this program and Pierre to have a Teams call with them
- Jobs going forward: Carpool, clean up in the cafeteria, recess,

School Administration: Principal Little and VP Muller

- School Logo
 - Logo when the building was built the logo was never district approved
 - Logo has to be school board approved and then approved by legal team
 - Colors: Campbell blue, yellow "richened" up,
 - Little presented a new document that gives all the logos, fonts, colors
 - Money for school branding:
 - \$3500 was paid for the logo by the principal discretion funds
 - 4 immediate ask from administration that costs \$5000 (to split the cost with Foundation)
 - Flag with logo hanging outside each door
 - 63 flags total
 - Photo Op Wall in the front
 - Something big behind Cindi in the front office
 - Door windows frosted
 - 4 front doors
 - Lunchroom doors
 - For all rebranding: \$11,500 in total for all things (logo door mats, light pole flags) however this can be done in phases as money allows
- Luncheon: Teachers raved about it
 - 2nd grade teachers felt seen by allowing them to pick gifts first and not eat last
 - Allowed staff to have time together
 - Muller made volunteer assignment cards put together in dish that helped the schedule run smoothly
 - Gifts were great!
- Teacher Fundraiser/Parent's Night Out

- Discussed as a fundraiser and the liability/logistics would be a lot to work through
- When done at other schools teachers donate their time and the parents drop off for an activity with a cost
- Every child/family who needed support for the holidays has been supported, over 70 kids

Teacher Representatives: Ms. Ongtingco and Ms. DePetro

Treasurer: Brandee Keiss

Development Team: Chelsea Metros and Mandi Mitchell

- Refrigerator Replacement
 - Approved/Chelsea to go to Costco
 - Order in January–1st week of January
- Ruby's Spring Spirit Night
 - Yes (add in April/End of May)
- Braves Spring Date
 - We made \$650 this past
 - Fall: we didn't have enough time to promote, price of ticket, location of seats
 - Adding a spring date
 - Pros: Better weather, PTA Calendar is not as packed as it is in the fall with events
- Chuck E. Cheese Mascot
 - It was fine!
 - We made \$205 from spirit night
- Spirit Night
 - Take Fruit Tea Bubbles off given the frequency and turn out
 - Could we partner with Little Gym: Parents Night Out?
 - Little requesting not/don't promote as a school event
 - Zaxby's Need for Flyers to go out today

Involvement Committee: Maggie Williams and Laura Fine

- Room parents assignments sent out at the beginning of December
 - Not every single teacher has room parents
 - All parents have been notified, teachers have been made aware of who the room parent is.
 - Training for the parents will be an email this year
 - Run it by Admin first before sending the email out
 - Admin recommendations for room parents: travel with the class on field day, holiday party help,
 - In the email state "Here is an example of things you might do, ask teachers"
 - Email to be sent to teachers and room parents following approval

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Communications Team: Telleen Gegner and Alexa Hesse

- Yearbook Update
 - Volunteers:
 - Would like 1 per grade level
 - Currently have K, 1, 2, 4th
 - Need 3rd and 5th
 - Job is to collage the page and enough face time for all those who submitted pictures
 - Class List print out
 - One Parapro left and a new one was hired so the updated staff list will change. A new one staff roster be sent out to Alexa and Gentry once the updates are made
 - January and February will be putting the yearbook together.
 - Price of the yearbook changes Dec 31st.
 - Marketing suggestion: package the year book as a Christmas Gift as a gift card for parents or grandparents (etc) to give.
 - Make the yearbook a prize for Bingo next year?
 - So far 55 have been sold
 - A family has already donated one year book to a student in need

Secretary: Gentry Kozub

- PTA Forms/Standards of Affiliation- Submitted Nov 30th
- Tom's Coffee Truck
 - Tuesday January 6th from 8:30- 11 AM
 - Doesn't cover 3,4 and 5th for specials
 - Plan will be made to cover those classes to allow teachers time
 - Location: Out from in the Carpool Circle
 - Change: Put the coffee truck in the bus port!
 - Number of drinks: Last year we told them 150
 - 127 total staff so change the total
 - Price: Went up this year to \$6
 - Pay day of
 - Contact name: Shelby
 - Ordering: Order forms versus Self-Ordering
 - # of Volunteers: won't be possible to have the same number of volunteers on the first day back to school
 - Mandi and Pierre offering to come help
 - Ongtingco suggested a possible drop off in the library while the teacher goes and gets coffee?

- Tell support staff that home room teachers need to go first
 - Other discussion
 - Bring a sharpies day off to write names on coffee
 - Send menu to administration
 - Have an order form outside in case teacher can't wait in line
- Staff Appreciation Celebration Document
 - National School Counselors Week : Feb 3-7th 2026
 - 2 Washington and Carnes
 - Teacher Appreciation: Feb 9-13th
 - Last year we did 2 days in February and 3 days in May
 - This date is not a national thing, therefore we do not do a week
 - Move the celebration to May for a full week
 - Only do Valentines Treat during the month of November
 - Do a restock and event on Monday the 9th
 - School Resource Officer Day: Feb 15th
 - Gary Smith is who we hire in the morning at cross walk
 - Celebrate the morning of the 13th
 - Kathy and Nuri (crossing guards) get their own day
- January Board Meeting Date: Friday January 9th?
 - Yes

Questions/Outstanding Items

- **Board Progression Plan**
 - Telleen, Brandee, and Chelsea can't be in her role as they have been for 2 years
 - Alexa, Mandi or Telleen expressed interested in Treasurer
 - We are technically short one role as a co-president
 - We want to recruit 3-4 new people
 - Who wants to lead the nominating committee?
 - Let us know in January
- **Field Trip**
 - We got money back from the last field trip
 - Little idea: wants to take the whole school as surprise one day to Campbell for a production.
 - Could PTA pay for that? Would discuss with Campbell to decrease the price of tickest given the large number of tickets needed.
- **Cricut**
 - New Cricut was delivered to the front office.

- When it is set up PTA can pay for subscription.
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Upcoming Events/Dates to Add to Calendar

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