

Silver Mesa PTA

MEETING MINUTES

Tuesday, August 15th, 2023 @ 3:00 PM



ATTENDANCE

Executive Members

Janet Baer

Suzie Olsen

Nicole Wallace

Aly Broadhead

Ellen McCloy

Liz Gutierrez

- Welcome by Janet Baer, meeting started at 3:00
- Pledge of Allegiance by Janet Baer
- BOARD POSITIONS & COMMITTEES
 - Executive Board
 - President – Janet Baer
 - President Elect – Aly Broadhead
 - Secretary Nicole Wallace
 - Treasurer – Anna-Liisa Celia Merenluoto (Liz Gutierrez)
 - Legislative VP – Adam Smith
 - Safety VP – Aly Broadhead
 - Leadership VP – Ellen McCloy
 - Education VP – Suzie Olson
 - Committees - **SUZIE** will create a list of committees and members
 - Masterpiece Art – **NICOLE**
 - **JANET** needs to get approval for Masterpiece Art From the new Principle.
 - Sign-ups should be in each classroom for Back2School Night
- THEME
 - “I Can...”
 - Every month we can have an individual “Theme”
 - April is Kindness Month – I Can Be Kind
- SPIRIT WEAR - **SUZIE**
 - Use Silver Mesa Logo, Not PTA theme
 - Want to use a different Company – Local
 - Inkcredibles, if they can’t we will have to call around
- POSTERS & BANNERS
 - Need to make new Posters/Banners (print at District)
 - New posters need to display what we do
 - Make a “Sponsored by Silver Mesa PTA” banner that we can put above activity banners
 - Have the committee chairs create posters that we can display at Back to School Night next year
- NEEDS ASSESSMENT - **NICOLE**
 - Didn’t send out last year - Send out this month & at the beginning of May.
 - Use Survey Monkey or Google Form
 - Google Drive and Ashley has an example
 - Send to Lisa Repp to send out on ParentSquare
- UPCOMING TRAINING
 - August 28th from 9-2

- VOLUNTEER HOURS LOG
 - Will send out the log quarterly.
 - Keep track of time spent on PTA EXCEPT when you sign in.
 - When you get a babysitter you can double the time
- BACK TO SCHOOL NIGHT - Janet won't be there
 - White Poster on PTA wall with words "I can..." We will have markers and papers for the kids to add what they can do. **SUZIE** will put up poster/instructions & **NICOLE** will bring markers.
 - Put up what Posters we have
 - PTA Membership
 - Flyers will be passed out at the front door, in the classroom (10-15), and in the Library
 - QR codes will send people to the website
 - Table (nice table clothes in the closet) with computers (**SUZIE** will ask Lisa for them) so people can create an account on the website
 - Paper Sign-ups for volunteers will be in the Library
 - BINGO
 - Will hand out at the front door with crayons
 - Bingo will get a piece of candy (**ALY** is getting candy) & Blackout will get a "large" candy (get at least 50) and a ticket for a drawing for Twisted Sugar gift cards – do NOT call it a raffle
 - **SUZIE** will reach out to teachers to make sure they have sign-ups in their classrooms and their cones out
- LITERACY NIGHT
 - Keep Harry Potter Theme?
 - Has been split into 5 categories to make it easier to run
- BUDGET
 - Administrative, Field Trips, & Public Relations - GOOD
 - **Class Parties – raise Kindergarten budget to \$250**
 - Community Involvement –
 - **Add a new Line Item – Teacher Breakfast \$200**
 - Fundraiser
 - Yes Day or something else? – Will decide later
 - We need to do it in September/October
 - No selling – Don't want to involve a 3rd party
 - STEAM Night – Keep at \$700, Science Fair needs to buy new Medals/Ribbons
 - Literacy Night – \$500 is good, Honeydukes funds a lot of Literacy Night. If we change the theme we can amend the budget and vote on it.
 - Health, Safety, & Welfare
 - **Safety Patrol – Raise budget to \$200, we spend \$150 for the pizza party**
 - **White Ribbon Week – Raise budget to \$700, Teacher resources are \$500 alone**
 - Individual Development
 - **Musical AND Choir – Delete, will merge with music class**
 - **LEGO League – Lower Budget to \$1500.** Will charge \$50 per student (only 4th & 5th grade students)
 - Approve the budget during the first general Meeting
- FUTURE MEETINGS
 - Have to coincide with Mrs. Coleman's Lunch
 - Will take place on 2nd Mondays of each month
 - Will send out reminder emails on Sundays
- UPCOMING DATES
 - August 17th – Back to School Night
 - August 21st – First Day of School
 - August 28th – PTA Training
 - September 4th – Labor Day
- Meeting adjourned at 4:05 pm

Minutes Accepted: _____

Date: _____

Secretary:

(name)

(Signature)

President:

(name)

(Signature)