

THES PTA Board Meeting Minutes
Tuesday, February 6, 2018, 4:00 p.m.
THES library

Present: Eliza Platts-Mills, President; Regan Ellmer, Vice President; Lisa Robertson, Principal; Carrie Freeman, Vice Principal; Dave Lamkin, Treasurer; Gretchen Otto, Secretary; Jonna Ball, Fundraising; Lisa Etzel, 2nd grade teacher; Cesar Benavides, DB; Colin Clark, Advocacy Team.

Eliza called the meeting to order at 4:05 p.m.

Lisa R. moved and Eliza seconded a motion to approve the minutes of the January board meeting.
Motion carried.

Updates on candidates for officer positions: Gretchen has agreed to be president; we will need to find a new secretary to finish out her term (one year). Jonna has agreed to be Co-VP, Oliver and Kathleen will be co-chairs of the fundraising committee. Fred Wu has agreed to be the new Treasurer, beginning in the 2018-2019 Fiscal Year. Everyone will work on recruiting for secretary and advertising the position.

Calendar Committee: Proposal to get an early start on next year's calendar and dig into how well the events are serving the school and if any changes should be considered. Small calendar committee will start meeting soon to talk about 2018-19. Anyone who is interested is invited to help with planning a process for gathering feedback and ideas from stakeholders. Committee will circle back around to the board for feedback in March or April. Talk to Gretchen O. or Julie U. for more information.

Principal's report: Vertical team meeting happened on Jan 26. Becker talked about how their science fair is including maker fair. Marketing team talked about GreatSchools.org feeding into Zillow. Discussion about how important it is to worry about that. Their data is outdated, how to fix? Everyone please poke around there and leave a review and encourage others to leave reviews.

-Discussion of most recent School Report Card and how to share the good news; helping fundraising team with using the data to help with raising money. Cesar will make better visualizations!

-Discussion of teacher blogging and how to encourage it. Some teachers are really great about posting and some not so much. This is a wonderful way to advertise the school to the greater community. Regan will subscribe to all grade level blogs and then he will post them to FB too.

-Ms. Martinez is new third grade teacher to permanently replace Ms. Devany; Ms. Friedman will stay also, just part time to help.

Treasurer's Report: We have received \$5400 in online donations so far for I Heart THES! Discussion of some unused funds. Discussion of future THES involvement with Art Trail. We recently received requests to fund 3 portable heaters, 3 box fans, and a new popcorn machine. Total cost not to exceed \$400.

Regan moved and Eliza seconded a motion to fund this request. *Motion carried.*

See also report attached.

Advocacy Team report:

Work continues on detention folder program, family match for undocumented families, etc. Wildflower hosted a Know your Rights workshop a couple weeks ago. They have a grant and have hired a couple of consultants to help with outreach. In touch with tenants from Travis Park, Lucero (Oak Creek Village), and the Heights, continuing to support their efforts. Travis Park has tenants association and now repairs are actually happening, with help from BASTA. Lucero is doing beautification days and things are improving a bit with their new management. The team spent some time at the last meeting reflecting on how their work was going overall and came up with a plan to distribute a newsletter a few times a year so the whole community can be updated on Advocacy work. First newsletter is being worked on now. Also discussed longterm strategies for PrimeTime funding.

NEXT ADVOCACY MEETING: TUESDAY, FEB 20, 5:30pm

Thunderboard Report

Discussion with 5th grade team about reducing Camp Champions from two nights to one night. Still following up on how to improve training of new teachers and how to communicate use of PD days to parents. Work continues on refining the four pillars. Revised versions will be introduced at next general PTA meeting.

Calendar Review

- Discuss Fundraising Drive, week of 2/12--update from Jonna: needs more volunteers for working tables in mornings during drive. Robo call will happen. Posts to FB will happen. (Sidebar on making sure all in-kind donations, year-round, are recognized. Not purview of Fundraising Committee? Can Boomerang do that?) Natalee might be hosting an event in April.
- February 15th PTA Meeting: featuring 2nd through 5th grade PBL projects, short report from Thunderboard re revised school pillars, and quick shout from fundraising committee; recorder performance. Fliers done, no childcare needed, all set.
- Young Writers Workshop – update from Gretchen: writers and workshops are set, choice sheets to go out very soon, Dani on top of food donations, just need to do fliers.
- Young Artists/Scientists Workshop in March – update from Regan: moved to April 12. Has 7 volunteers, including 5 scientists, Dani also doing food donations for this event.
- Spring Beautification – update from Colin: Nothing new from Ben. Feb 24, need to do flier for folders soon.

Discussion of PTA Goals for Rest of Year (10 minutes)

- We didn't get to this item.

Next PTA Board Meeting: Tuesday, March 6, 4pm to 5:30pm

Meeting adjourned at 5:30 p.m.

Minutes by Gretchen Otto, Secretary

Approved 3/6/2018

TREASURER REPORT

PTA BOARD MEETING FEBRUARY 6, 2018

○ **2017-2018 FINANCIALS FOR 8 MONTHS ENDED JANUARY 31, 2018**

As always, there are two (2) P&L statements -- one for our regular (primary) checking account, and one for the reserve account. Jonna Ball continues in her role to review the Wells Fargo bank statements each month.

○ **I HEART THES** We have received \$4,400 in online donations to date.

○ **MEMBERSHIP UPDATE.** No change from last month -- 79 memberships.

○ **TEACHER SUPPLY REIMBURSEMENTS.** Twenty-three (23) teachers were paid a total of \$2746.72 – no change from last month, and there will be no further change unless a new teacher makes a claim (as was permitted last year).

○ **MINI-GRANT APPLICATIONS.** No new applications have been received.

○ **STATE SALES TAXES.** Filed and paid timely, in the amount of \$161.47. Total sales for the last calendar year were \$4,843 but because of the 2 tax free days, the taxable sales were reduced to \$1,967, and we received a timely filing discount as well.

○ **NEW REQUESTS.** We recently received requests to fund 3 portable heaters and 3 box fans, as well as a new popcorn machine. Total cost would be approximately \$350-\$400. We could cover this from our existing budget. I would recommend using the single year line item for the color printer – Kelly Guerra has indicated we can move this to next year's budget. **ACTION NEEDED.**

○ **MY REPLACEMENT.** Fred Wu has agreed to be the new Treasurer, beginning in the 2018-2019 Fiscal Year. Yeah! I have already sent him a copy of the Treasurer Manual that I have compiled over the last 1 ½ years, which details all policies and procedures necessary to fulfill the responsibilities of this position.