AGENDA

#HAWKSFLYTOGETHER New Town Elementary School PTA

9/6/2022 – 9:30am

Start – 9:45

End – 12:00

# BOARD MEMBERS

Kim Campbell, President | Stephanie Simmons, Treasurer | Brooke Winkelman, Secretary | Jen Sanders, VP |Taylor Stading, VP | Kate McBride, VP | Members at Large- Melissa Caleca, Jennifer Langdale |Committee Leads – Brooke Harman, Jenny Watkins, Jessica Cook Not Present – Brooke H

1. **Housekeeping**
	* + Approval of minutes from August meeting
			- Kate – Motion, Stephanie – Second : All approved
		+ National/NC PTA Doc -Conflict of Interest Forms sign and give to Brooke for file
			- All signed
		+ All board members must be PTA members (form or online) How do we stand with Board?
			- All members current
		+ Keys- I need your key numbers to get to Sedlmeyer
			- Provide key number to Sedlmeyer if you haven’t already
2. **Officer’s Reports**

Principal’s Report

* Student count – 760
* Health Room needs Underwear (NEW), Socks, Shirts, pull on shorts, joggers, leggings, shoes – **Board** **Please donate if you have any hand me downs**
* Cuthbertson Cluster Night – Create post and parent supervision required

Teacher’s Reports

* Fridge Needed for Nurse Office for Students Medications & Ice Packs – **Approved & Steph to purchase**
* Carpet needed for Music Room – **Looking for cheaper option and if not available Steph will purchase and it will remain property of NTES**

President’s Report

* + - Curriculum nights – set up table with spirit wear / memberships?
			* Not necessary as it will be selling during Book Fair Family Night
		- Thank you to all for help with Open House, Kinders, Curriculum night and all the things ever! You are all the most amazing humans to ever exist!!!
		- Thank you to those who helped clean up the grounds- Justin Cook! Looking to set up another day in the fall – Target for sometime in October
			* Need to decide what we are doing with the mulch quote!
				+ $2,600 quote to purchase and lay mulch around front of school - Approved
		- General Meeting 9/21 – **Board to arrive @ 5 for set-up if possible**

Treasurer’s Report

* August budget review
	+ Budget revenue is solid – driven by Business Sponsorships, spirit wear and annual giving
* 2021-2022 Budget -must be adopted at 1st General Meeting September 21th 6:00pm
* Teacher Grants $100? Deadline for receipts?
	+ Letter and Form done and ready to be sent after Budget Approved
	+ Forms & receipts due by Dec. 9th
* Rules and regulations

Secretary’s Report

* Membership update/annual giving update? 217 Members
	+ - * Should we do another push? Membership push in January to meet some of the PTA Membership Challenges
			* Push Annual Giving/Brick next week and sell at Book Fair Family Night
* School of excellence survey going out before the end of the month
	+ **Brooke - Will work with Jess to send create & send out survey**
* Fast Pass flyers going home next week
* Other awards?
1. **Committee Reports**

Room parents

* Meeting 9/13 at 9:15 am (must be out of cafeteria before 10am) – Zoom Option
	+ How do we want to decide when we have more than 2 people that signed up?
		- **Kim – will reach out to teachers as necessary to narrow down**
	+ Hard rule for room mom- must be PTA member, must be approved volunteer, must attend meeting or email me and let me know they can’t (otherwise we will assume they don’t want to be it)
	+ **Jenny – will create Duties list for Room Moms to review during meeting**
	+ **Jess - will post Teacher Favorites & and other PTA forms on Website**

Book Fair

* Jen Sanders 😊
	+ Signup genius has been sent – please sign up when you can
	+ Set up – 9/14 @ 12 – 2, followed by Teacher Preview
* Family night 9/21- need lots of volunteers
	+ Will also sell Spirit Wear, Membership, Annual Giving & Fast Pass – CARD Only
* Sanders- need to reach out to all volunteers asap to get them signed up to help during the whole week
	+ Sales will be each day from 7 – 2
	+ Will push the EWallet & communicate sales tax will be charged this year per Scholastic
	+ Volunteers can only handle CC sales

Swooper

* Kate McBride 😊
* Kick off 10/12- Sprint 10/21
	+ Kick-Off Assembly 7:45 am
	+ Theme – Grand Land Adventure
	+ Will have hype team led by Michelle Nesser to run with the students
	+ Tracker Mountain Climber on the wall
	+ Principal’s Challenge – Have to Camp out and work from a tent for a Day
* What are we fundraising for? Possibilities…
	+ Furnish Hawk Time Room for SEL Special
	+ Landscaping Overhaul
	+ Outdoor Science Activities
	+ PE Items
	+ Set Aside Amount and give back to teachers/grade levels based on amount raised
	+ **Plan to send out survey to Grade Level chairs to get suggestions**
* Volunteers- reach out now!
* Do we want to sell spirit wear and bricks??? - YES
1. **Other Business**
* Spirit sticks! (Melissa)
	+ Free Hawksome Stick went home
	+ First sale on 9/9 before school
		- Ms. Allen will speak with grade level teachers on frequency of future sales
	+ Birthday Flyer will go out in Monthly blast on social media
* Store fundraising (Taylor)
* Staff Appreciation (Jordan)
	+ Book Theme
	+ Mums for September
* Fall fest!!! Who wants to help make this dream come true?!?!?!
	+ **Brooke, Taylor & Kate to Plan**
	+ Most likely do Movie, Food Trucks & Costume Parade and then expand in the future
* Committee Signup Volunteers
	+ **Kim will send generic email to all volunteers** and provide emails of Committee/Event Chairs for volunteers to reach out if they want to be involved
* **Board let Adrienne know if you have volunteers coming in and provide copies of all flyers that go out**