



AGENDA

New Town Elementary School PTA

8/5/2020 -start 2:15pm/ end 4:13pm

BOARD MEMBERS

Deborah Richter, President | Brooke Winkleman, Treasurer | Kim Campbell, Secretary | Rachel Anderson, VP | Jessica Cook, VP | Brittny Finnerty, VP | Jordan McCadden, VP | Jenny Watkins, VP | Members at Large- Julie Downs, Kristen Shinault, Taylor Stading

Call to order: 2:15pm (Taylor, Jess, Kristen present via zoom)

I. Housekeeping

- ❖ Welcome Back Everyone and Welcome Taylor!!
- ❖ National/NC PTA Docs -By-Laws and Conflict of Interest Forms sign and give to Kim for file **[need to collect from Jess, Kristen and Taylor]**
- ❖ Pass around Spirit Rock sign up **[email birthday requests to Deb if not present]**
- ❖ Key Switching (see sign out sheet) **[privately text Deb your key # if you have last years still]**
- ❖ All board members must be PTA members (form or online)
- ❖ Update of fun calendar & Teacher's Fave Things **[Britt and Brooke are updating]**
- ❖ Zoom account purchased for 2020-2021 year \$150

II. Officer's Reports

President's Report

- ❖ President's Goals for 2020-2021 year: SURVIVAL and virtual fundraising. PTA limit access to building to necessary only. Let's collaborate on visits. Either Deborah, Kim or Brooke will be going almost daily especially when money is coming in.
- ❖ Vote on changing monthly meetings to Weds at 9:30 – monthly meetings will be offsite with a zoom option so that Perry and Teachers can join. Deb's house with breakfast? **[PASS!!!]**
- ❖ Teacher Rep for 2020-2021 Year - Kearns has accepted and Perry agrees she is best fit
- ❖ Class shirts will be ordered and Robinson will still pay their portion \$3,000 cap– no date to be included on shirt. Keep total as close to \$3k possible. Will be ordered in September for **all kids**.
- ❖ Principal's requests for 2020-2021 year- Teachers all requesting cleaning supplies: Clorox wipes and disinfectant spray (Clorox or Lysol). Hand Sanitizer (60% alcohol minimum), Plexi glass for one on one times. Smart Boards (see invoice) would like 1-3. Must include students that selected Plan D in all communication VERY IMPORTANT upload all files to FB or website. No one coming in during morning carpool – too crazy. **[contact Costco/Target to try to get wipes and sanitizer]**
- ❖ Provide back to school lunch for teachers on 13th. Jersey Mikes offered free need to follow up. **[waiting on final word from Randy- Perry wants it for 11:30- need drinks, chips and cookies provided as well]**

Treasurer's Report

- ❖ Audit-underway/submission due August 31st
- ❖ 2019-2020 Year End Budget Review
- ❖ 2020-2021 Budget -must be adopted at 1st General Meeting which will be offsite with zoom option **[going forward with a zoom option for every meeting, covid or not bc of great attendance]**
- ❖ Proper paperwork needs to be attached to all receipts, requests etc. Forms in folders/emailed
- ❖ Teacher Grants \$200 ? Or keep \$100 since we are "low" on funds? **[Agreed to \$100 with slight waiting to make sure money is flowing]** Deadline for receipts?
- ❖ NCPTA Awards – Blue Key, Honor Roll, Gold Key, Blue Acorn (ncpta.org)

[Annual Giving Drive- Sept and Jan push. Switched around money in budget (cut watch dogs, family fun and CFA spirit nights- will revisit as things change) more money for teacher supplies. Virtual Swooper Sprint and fall Book Fair. *MOST IMPORTANT* Brooke wants to close out each month, therefore receipts must be turned in by the ends of the month. Don't be slackers on this ladies!

Secretary's Report

- ❖ Membership cost -? 2019-2020 - \$5 for 1 / \$10 for 2 **[change wording to "Family" membership]**
Annual Giving – 2019-20 - \$25 Magnet, \$50 Magnet and Communication Packet, \$100 Magnet, Communication Packet and Water Jug **[changing out Communication packet for drawstring bag- Jordan working on pricing; keeping jugs to get rid of them!]**
Membership Drive Contest ? – harder to do without incentive (ie class party) **[2019-2020 membership total- 368. Brainstorming ideas for memberships drives; secondary push in January]**
- ❖ School of Excellence Survey – Brittany please work with Kim
- ❖ Welcome back bulletin board / monthly Honor Roll and Hawksome Students from Perry/Adrienne. Décor in tote either in office or closet and keys in cabinet in workroom **[will work on next week and send out picture to post online]**

III. Committee Reports

Committees

- ❖ Calendar Update - **[working with Jersey Mikes, Hickory Tavern, Brooklyn Pizza and Ralphs- Jordan]**
- ❖ VP Committee Assignments (see Committee Assignment sheet)
- ❖ All events/committee meetings etc must be offsite – limited building access
- ❖ Virtual Swooper Sprint (Oct 27-Nov 5th needs approval), Virtual Bookfair

Spirit Wear

- ❖ New T-shirt designs brainstorm or keep current styles – online sales only (see current inventory) Maybe add long sleeve and hoodie options. Delivery options? **[Jordan working with vendor to build our online store. Big Facebook push to move old inventory out!]**
- ❖ Merchandise for Annual Giving Campaign (Ideas: Yetis, Stadium Chair, Hat, String bag, Hoodie) (See inventory for current items)

IV. Other Business

- ❖ Teachers/Staff "Back to School" Gift- need ideas and to work into the budget – Hand sanitizer with clip onto lanyard, Clorox wipes, Disinfectant spray, should add something personal**[purchased yesterday- hand sanitizer holders; we need to provide the sanitizer- Jenny asking about a donation!]**
- ❖ Back to school packets **[took out 2 pages- changing bottom of giving form for spirit wear. Room mom is up to teachers and they will give us their choices]**
- ❖ Health and Wellness Committee – Kate wants to do a online submission for Eat your colors week. Jessica can help.
- ❖ Beautification of the school grounds – Last year spent \$2600 to lay mulch, pine straw, trim shrubs and trees and remove debris. Perry is concerned that they may need to lean on PTA more this year so can we get this quote down?? **[potential Watchdog workday- depending on pricing and rules]**

Additional Info:

Perry wants us to do a virtual video introduction of the new board! Please send your iphone videos to Jess (jessicacook83@gmail.com) by August 10th. Include name, position, kids at New Town