

Joslin PTA Executive Board Meeting Sept

Agenda Date: September 10, 2015

Members Present

Jennifer Pace, Summer McKinnon, Trisha Sanchez, Ana Lawrence, Sara Villanueva, Michelle Degon, Christina Erickson, Rhonda McGaughey, Phoebe Hale

Call to order motioned by:	Summer McKinnon
Call to order seconded by:	Rhonda McGaughey
Motion to approve meeting minutes:	Rhonda McGaughey
Approval of previous minutes seconded:	Ana Lawrence
Motion to adjourn:	Phoebe Hale
Motion to adjourn seconded:	Ana Lawrence

Review tasks to complete before from last meeting	Person(s) Responsible
✓ Bank fee reversal	Christina Erickson
✓ Membership table for Meet the Teacher	Ana Lawrence & Christina
✓ Membership table for Back to School Night	Rhonda & Phoebe
✓ Find out about PTA membership packet and TX PTA dues (if any)	Christina Erickson & Rhonda McGaughey
✓ Pay insurance & ACPTA dues	Christina Erickson
✓ Contribute ideas for the fall picnic on the PTA Wiki - events discussion page	Everybody
✓ Try to get items donated for the PTA fall picnic fundraiser	All people

Treasurer's Report

Current balance:	\$3,342.46
Credits since last report:	\$297.00 Membership deposit
Debits since last report:	\$100.00 Check #147 Mayra Sigala Mini Grant
Outstanding debits/credits:	None
Budget concerns / changes / updates:	Monies will be deposited weekly for the next month for Membership Dues. Coming up in October/November PTA will have to pay for the Joslin t-shirts!
Other Treasurer Info	Christina Erickson reported that our current bank account will incur a fee of \$15/mo for every month that carries a balance below \$5000. She reviewed other account type options. The alternative option limits deposits to two per month and charges \$4/deposit over the two/per month limit. She will research other banks, such as Chase, Velocity, A+ Credit Union, Randolph-Brooks, UFCU and Frost.

Officers' Reports

President:	Ana presented an offer from a kids' birthday party fundraiser organization. If you have your child's party at the place and name the school, they kick back a percentage to the school. Rhonda will investigate whether or not this will count as one of our two tax-free fundraisers.
Vice President:	nothing to report at this time
Secretary:	nothing to report at this time
Historian:	nothing to report at this time
Parliamentarian:	nothing to report at this time
Legislative Chair:	September 19 - ACPTA meeting from 9 am - 2 pm at Allan Elementary 11/19 - ACPTA meeting - 12:00 pm - 1:30 pm
Membership Chair:	We need a membership drive phone message... Any takers? Membership payment and list due before October 15th To date 19 members. Membership packet was finally received!
School staff:	See T-shirt info below

Principal:	<p>Academic & Family Fitness Night will be October 22nd from 5:30 - 7:00 pm.</p> <p>This is just a reminder that our PTA Jagstock Picnic fall fundraiser will take place on Friday, November 6th, from 6-9 pm.</p>
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Committee Reports

Fundraising:	Let's plan for Jagstock on Friday, November 6th, from 6-9 pm.
Box Tops:	Goal is 10,000. We have a Web site now: www.joslinelementary.org/box-tops with downloadable PDFs of several collection sheets as well.
T-Shirts:	The T-shirt contest information went home last Friday. Deadline for student t-shirt design submission is Friday, September 18th. Judging will take place the following Monday & Tuesday. After the winning design is selected, Ms. Jepson will share design and pricing info with us so that PTA can solicit pre-sale orders from parents.
Mini Grants:	<p>Mini-grant forms are on the bulletin board. We have two mini-grant applications.</p> <p>5th grade is requesting \$200 total to fund an end-of-the year field trip for the students to Gattitown, Austin Park and Pizza or Main Event.</p> <p>Desiree Acosta requested \$100 to pay for registration for a required professional development opportunity.</p> <p>Mrs. Pace suggested waiting to approve mini-grants until the fall membership drive is complete.</p>
Parent / Teacher Events:	<p>Back to School Night - Tonight - 5:30 - 7 pm</p> <p>Academic & Family Fitness Night - Thursday - October 22 - 5:30 - 7 pm</p> <p>Jagstock PTA Picnic fall fundraiser - Friday - November 6th - 6-9 pm</p>

Tabled Business

Ongoing tasks:	<p>T-Shirts - Christina proposed the idea of buying a few extra T-shirts for students who join Joslin throughout the year.</p> <p>Courtney Jepson reports that the contest information went</p>
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	<p>home with students on 9/4. The deadline is 9/18. The turn-around time is very quick. Pace asked her if she could get us the mock-up of the design immediately so that we could send home a pre-sale form to collect orders.</p> <p>The Board agreed to raise the price of T-shirts to \$12. Student and teacher shirts will continue to be provided for free. We could provide a “bulk” discount -- buy three or more at \$10 each.</p>
Ongoing tasks:	Box top collection & Membership
Ongoing tasks:	Consider online store for membership purchase /renewal once we know where PTA will bank.
New Business	
New or upcoming events/activities:	<p>The Austin Council of PTAs (ACPTA) will hold its first General Membership Meeting and Leadership Training for PTA officers: Saturday, September 19, 2015 9 a.m.-2 p.m. at The Allan Center (formerly Allan Elementary School) 4900 Gonzales</p> <p>Please encourage your PTA officers to attend this important training. Lunch, childcare and translation will be provided with an RSVP. Please send name, school name, request for childcare and translation (for each training) to Nu Chanpheng via email at nu.chanpheng@gmail.com. For Schools with Parent Support Specialists Parent Support Specialists (PSS) are encouraged to attend. As you are able, please make efforts to flex your PSS' time to accommodate this training within their 40-hour week.</p>
New or upcoming events/activities:	All Crockett Vertical Team schools will perform at the Crockett H.S. Winter Showcase on Friday, December 11th, from 5:30 - 8:00 pm
New or upcoming events/activities:	<p>Fall picnic: Friday, November 6, from 6-9 pm</p> <p>Phoebe gathered donations from Walmart (a gift card) for pies.</p> <p>Rhonda has asked for several donations from various organizations. She also asked if gift certificates are prohibited. Christina Erickson confirmed that gift certificates cannot be raffled, but they can be auctioned. Rhonda will investigate that further.</p> <p>Sara has also petitioned several organizations as well.</p>

	<p>1960s theme, costumes encouraged</p> <p>food sales: pizza, nachos, salad, chips, corn, pre-packed pb&j sandwiches, Thundercloud sandwiches (donated?), applesauce pouches, gogurt (Request applesauce pouches, gogurt, and canned corn from parents maybe), bags for food (sack lunch option), cheese sticks</p> <p>ticket sales for pie eating, face painting, and games</p> <p>movies & dancing comes with admission</p> <p>a few games (use leftover carnival prizes)</p> <p>pie-eating contest \$2/child (get a prize donated);</p> <p>face-painting & tattoos for participants; Phoebe will take a shift</p> <p>silent auction/raffle - we will continue to try to get donations; Christina will distribute the donation letter to the board to utilize</p> <p>Summer will post picnic to Nextdoor, do512, her children's daycare</p> <p>\$10/family</p> <p>Jennifer will come up with a list of food items and email to the board</p>
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Tasks to complete before next meeting	Person(s) Responsible
Submit membership packet before October 15th and get membership cards disseminated by the end of October	Patricia Sanchez and Christina Erickson
Membership drive phone message	
Fill in Student Membership forms to go home with students.	Patricia Sanchez and Christina Erickson
Shop for a better banking option for the PTA account	Christina Erickson
Email donation letter & 501-3c info (EIN#) to board members	Jennifer Pace & Christina Erickson
Find out about raffle/silent auction restrictions for PTAs	Rhonda McGaughey

Create pre-sale t-shirt order for adults \$12	Jennifer Pace
Get more information on kid's birthday party and whether or not it would count as one of our two fundraisers	Rhonda McGaughey and Ana Lawrence
PTA Newsletter mock-up	Sara Villanueva
Let staff know we will wait until membership drive is over to fund mini-grants	Jennifer Pace
Get information on alternative donation/grant opportunities for teachers	Rhonda McGaughey
Get donations for raffle and/or silent auction for fall picnic HEB, Whole Foods, Randall's, Thundercloud, Wheatsville	Phoebe, Rhonda, Jennifer, Dora
Create draft flyer for fall picnic & get input	Jennifer
Create list of food items needed and email to board	Jennifer