



# BUSINESS MEETING MINUTES

Mills Park Middle School PTSA

Student Services Conference Room

*Date | time* 1/13/2017 9:37 AM | *Meeting called to order by* Jen Willis

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## In Attendance

Jen Willis, Cheryl Cleaton, Lisa Burke, Kim McKnight, Colleen Gregg, Ivy Linares, Carla Kent, Daphne Stam, Christine Hanson, Mrs. Dyer, Mr. Smith. Quorum was met.

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## Presentation of Minutes

Cheryl Cleaton presented the business minutes from 12/9/2016 and the general minutes from 12/13/2016. Colleen Gregg motioned to approve both minutes, which was seconded by Ivy Linares. None opposed. Both minutes approved.

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## Principal's Report

Even though we had snow days that will be made up in the second semester, Mr. Smith stated that the end of semester cutoff will stay the same at 1/24/17. Report cards will be sent home 2/3/17. On January 31st there will be an informational presentation for parents at Davis Drive Middle on Human Trafficking. NC State legislature put it into the curriculum, so it has to be covered in health class. A letter will go home to parents prior to the lessons. Becky McKee is the contact for MPMS for the Davis Drive presentation. PBIS celebrations will be held on 1/24/17 for all grades. The new computers will be rolled out by the county. The canvas website (used to be blackboard) will have information for teachers on how to better use technology in the classroom. Most of the teachers here are well ahead of the curve in this area, but the resource is there just in case. There will be 600 devices coming to us: 10 to each core teacher, with MPMS buying 3 to even it out. Will repurpose older devices for elective teachers to use. May 26-June 9th is set aside for EOGs. They can only be given the last 10 days of the school year. Try to get the information out ahead of time so families are aware and not traveling during that time. This year we have new NC final exams for social studies and science for 6<sup>th</sup> & 7<sup>th</sup> grades. On Jan 17-18<sup>th</sup> we'll have the 8th grade science & engineering fair, which is similar to genius hour. Students worked on class assignments, but this is an opportunity to take it a step further. The top 2 entries will move on to regionals. The 6<sup>th</sup> grade LA have been enjoying Mr. Craft for their pottery unit. Mr. Craft is a friend of Mr. Shabazz that works with 8<sup>th</sup> grade. It's a good experience and we're pleased he is here.

Jen Willis had a question for Mr. Smith about a grant request for substitute pay while teachers attend NCCAT. This type of request has not been asked of the PTSA before. Mr. Smith agreed that PTSA should not pay for labor, and although the staff develop funds have diminished this year, he would handle it.

**Faculty Report:** Mrs. Dyer said that Dr. Knox has been in touch with Nearpod and everyone is super excited about the new accounts. There is one person that they work with, so it's so much easier getting everything set up. They're so excited and appreciative. All 8th grade teachers are very thankful for their winter gift cards!

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## Treasurer's Report

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Christy Hanson passed out the updated report which had been adjusted to reflect the new budget that was approved at the general meeting in December. We received the Harris Teeter & Box Top checks, totally a little over \$1,000. The Barnes & Noble check from the poetry night was about \$400. We owe Mr. Shabazz \$100 for that event. We paid for 10 and got 20 free Nearpod accounts. Spirit events deposit has not been deposited yet. Jen talked to Melinda Tomasevich about the Media ipads and found out the state has a contract to get them for \$379. Jen asked Donna Nakhle to work with Ms. Tomasevich to get school contract price since it has to come from the school. Carla suggested to look into Apple for Education see if there is a better discount. *(Cheryl looked after the meeting and they were \$379 as well. <http://www.apple.com/us-hed/shop/buy-ipad/ipad-air-2/32gb-silver-wifi>)*

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## Committee Reports

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**Vice President:** *Donna Kapner could not attend, but gave the grants to Jen Willis for the meeting.*

### Teacher Enrichment Grant Proposals (Professional Development):

1. Walton & Eddy requested funds to pay for substitute teachers while they attended the NCCAT professional development retreat. While this is a great opportunity, PTSA feels that paying for labor is a huge liability and is not an appropriate use of funds. Daphne Stam motioned that we not cover substitute wages, which was seconded by Carla Kent. None opposed. Grant denied.
2. Lowman requested \$250 to help offset the cost of National Boards which totals \$1900. The grant request did not have an assistant principal's signature. Daphne Stam motioned to approve pending the signature, which was seconded by Kim McKnight. None opposed. Grant approved pending signature.
3. Racioppo requested \$250 towards the \$475 component of the National Board Certification. The grant request did not have an assistant principal's signature. Daphne Stam motioned to approve pending the signature, which was seconded by Kim McKnight. None opposed. Grant approved pending signature.

### Instructional Grant Proposals:

1. Bayse requested \$18.47 for two poetry books to be used over multiple years. Daphne Stam motioned to approve, which was seconded by Carla Kent. Grant approved.
2. Brooks requested \$86.02 for four BreakoutEDU kits that would allow for engaging scenarios that can be used for any novel or nonfiction reading. Carla Kent motioned to approve, which was seconded by Daphne Stam. Grant approved.
3. Brooks requested \$71.96 for three 3D Glasses Headsets to help bring students' readings to life and will help them better connect and stay interested in reading. Daphne Stam motioned to approve, which was seconded by Kim McKnight. None opposed. Grant approved.
4. Eddy and Leak requested \$400 (\$5 x 80 chaperones) to cover chaperone tickets on the Durham Bulls 7<sup>th</sup> grade field trip. We felt that parents would be willing to pay \$5 and \$400 could be better used elsewhere. Daphne Stam motioned to deny grant request, which was seconded by Kim McKnight. None opposed. Grant denied.

5. Poitras requested \$1,736.82 for an Epson Powerlite 570 Ultra Short-Throw Projector to help make the smart board useable. Circuculum provided by WCPSS using lessons with smartboards, but her autistic students need the projector. There was discussion about what products are available, is this the right solution, do other classes use this projector, is there special funding from the county, is there special technology funding for items like this? There was discussion about possibly paying a certain amount towards the purchase instead of the full amount. There was no vote because we had so many questions and no answers. Jen will ask Mr. Smith, Ms. Poitras and Ms. Tomasevich to come and discuss this at the next meeting.

April 15<sup>th</sup> is the next deadline for grants. Hopefully we can have a committee meeting before then. We need to communicate to the assistant principals, maybe through Mr. Smith, the importance of their signature on the grant requests and what that represents to us.

**Audit:** Pin Pin Jong had nothing to report.

**Nominating, Student Enrichment & Room/Team/Parent Liaison:** *Report submitted by Amy Georges prior to meeting: For Student Enrichment, I wanted to update you that the feedback was very good for the days that Mr. Craft has done his workshop so far. However, due to the snow days, there are some issues with the schedule. These issues are not yet resolved. However, it may be the case that the teachers don't want to push poetry into February and may not need Mr. craft for as many days as originally scheduled.*

*I will update you as soon as I know what is going on as far as scheduling and budget. It seems to be that there are three possibilities:*

*(1) that they will work out the same number of days as originally planned.*

*(2) that they will not use him for as many days, and we will not owe him the original amount. As he is being paid in three installments, the third installment would be withheld until everything is resolved, and we would adjust his pay accordingly.*

*(3) If he does not complete his scheduled days for poetry, the 6th grade teachers are interested in possibly "trying him out" for a couple of days toward the end of the year in more of a theater capacity. -- As you may recall, Mr. Craft has done significant work in playwriting. So, it was always a topic of discussion among the 6th grade teachers as to whether they would prefer to use him in theater or poetry. The EL teachers are going to meet to decide what to do. They may end up working out a day-for-day trade with him and "sample" his theater workshops at the end of the year. This would enable the 6th grade team to determine if they would prefer to use them in the future in poetry or theater, assuming there is budget available in coming years.*

*I hope that all made sense. Please let me know if you have any questions. I will update you directly as soon as I hear the plan from the teachers after they meet.*

*As for nominating committee, I will send you an email in the next couple of days copying Jennifer Middleton and including the positions and whose filling them next year and what's open - as far as we know so far.*

*Nothing to report as far as being in liaison with team parents.*

**Membership & Advocacy:** Daphne Stam organized membership numbers with Christy. Add-ons for staff members at bottom of spirit wear forms were missed and are being cleared up.

**Communications:** Carla Kent tried the MailChimp newsletter and it's not as user friendly from an admin standpoint; the next communications chair will need to have some application knowledge. But the program is much more mobile friendly. She will do some test distribution lists. We are paid through February for old one. She will get with Lisa about updating the website. Carla isn't sure that Facebook and Twitter are as widely used and thinks the newsletter is more effect. If the next person who does communications wants to they can start them up again.

**Spiritwear:** Jennifer Hartman had nothing to report.

**Mills Madness:** Colleen Gregg will report Mills Madness announcements in newsletter next week. Committee meetings will start the Jan 20<sup>th</sup>. The next meeting will be Feb 3<sup>rd</sup>, then every week there after. Donna is doing new solicitations online, and Colleen is going through our regulars. There are new physical stores that might need to be approached. She needs people to do face-to-face approaches with these stores. Last year we thought the games (put-put and bowling) were not that well attended. Possibility of opening the slots to school clubs; if they run the "game" they can receive a percentage of tickets sold. After further discussion, it was decided that a better approach is to give them a flat amount, say \$50, and then the "games" would still be free. Pitch it to the groups and see if there's interest. This could save us money, especially since the cost of having the games will increase this year from \$500, to \$750 - \$1000. Daphne will do pre-sales and Colleen will do volunteers. Ivy is going to see if her team wants to do concessions and if she needs any help with extra volunteers. Freddy's has done a lot of things for the band, like a sundae bar. Maybe we could do something like this in addition to pizza. Last year with the basket area, people were coming in when the baskets weren't ready. Colleen wants to close the room until the baskets are completely ready. Only want to do 50 baskets total and do all basket winnings at the end. Close the doors again and do the drawings, then do basket distribution through the ticket window with 2 lines. Everyone thinks that sounds great! Had 70 baskets last year, just too much. Donna told Colleen about how they did a boutique in California that was like a craft fair. Participants paid for their booth spot and they could sell off their table. Daphne suggested opening it up to teachers/staff. Parents might be overwhelming. There would be a registration fee and they keep the money from any sales.

**Vendor Fundraiser:** Kristi Guenther had nothing to report

**Spirit Events/Leopard Spot:** Ivy Linares did well at the last two home games, bringing in \$414 and \$493 in sales. Pizza is going fast. There are 4 more home games... 1/17, 1/30, 2/6, 2/9 (make up game). Income from concessions goes to general funds.

**Staff Appreciation & Reflections:** Kim McKnight said teachers are loving the 4 vacuums! She is planning a soup and chili lunch in February. Reflections art work is going up in the hall by the front office. Jessica Jordan and Daniel Byun will be moving up. Good Job!

**8<sup>th</sup> Grade Events:** Amy Montanus had nothing to report

**Board Advisory Council Representative:** Paulette Bekolo had nothing to report.

**School Improvement Plan:** *Jennifer Middleton could not attend meeting, but sent an update that they are meeting next week to review the new evaluation tool for 4C's and SWRL.*

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## President's Report

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- Moe's inquired about spirit night. Everyone agreed that presenting a physical coupon is a bad idea, but we can mention MPMS at the register. We'll double check that there are no conflicts with the date.
- School system sent out info on teacher of year banquet. We usually cover this. As long as it's in line with what we spent last year.

Kim McKnight motioned to adjourn, which was seconded by Daphne Stam. Meeting adjourned at 11:19am.