



# BUSINESS MEETING MINUTES

Mills Park Middle School PTSA

Student Services Conference Room

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*Date | time* 1/8/2016 9:33 AM | *Meeting called to order by* Daphne Stam

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## In Attendance

Daphne Stam, Cheryl Cleaton, Christy Hanson, Sandy Hankinson, Pin Pin Jong, Robin Lundin, Lisa Burke. Quorum was met.

## Presentation of Minutes

Cheryl Cleaton presented the minutes from 12/11/15. Sandy Hankinson motioned to approve. Christy Hanson seconded. None opposed. Minutes approved.

## Treasurer's Report

Report was distributed by Christy Hanson. Everything is in balance. Christy pointed out the Kona Ice, United Way, and Box Top checks. No questions or further discussion.

## VP/Committee Reports

**Communications:** Nothing to report.

**Staff Appreciation:** Kim McKnight relayed to Daphne that the staff enjoyed their gifts, and she's planning a staff breakfast for the next Friday early release.

**Membership:** Robin Lundin reported that we received the Ruby Acorn PTA Award from Wake County for having 100% staff participation. We have 3 new members. A new membership chair is needed next year. Robin suggested maybe having 2 people co-chair, one to focus on the data and one to do marketing. Maybe do things a little different next year, like using a Mills Madness type basket as a raffle.

**Ways and Means:** Jen Willis relayed to Daphne that we should expect a check from Harris Teeter for about \$900. Just let her know when the check comes in.

**8<sup>th</sup> Grade Events:** Elizabeth Vaughan relayed to Daphne that unfortunately, the 8<sup>th</sup> grade dance needs a new leader.

**Advocacy:** Nothing to report.

**Leadership:** Sandy Hankinson discussed the last Leadership meeting. There was a staff comment about feeling underappreciated, that no one recognizes the individual things done. We should remind parents to acknowledge the things teachers do, even if it's small, and send a quick note of thanks. Lisa Burke spoke of when she was a teacher, the school had blank paw prints that other staff could write notes on and put in mailboxes. Mr. Smith says because of this, they started a snowflake comment system for staff to staff encouragement. Maybe during Teacher Appreciation week, we could do paw prints from students where they could write what they like about each teacher and hang them on the wall. Possibly set up a table at lunch and have students come up and write the paw

prints. We could also do blank posters outside door, with a pen so all students could write notes before/after class. We need to talk to Kim McKnight, see if she has some ideas. Maybe we could do something for Valentine's day instead of TA week.

**Mills Madness:** Five people came to the meeting. Due to a Town of Cary conflict, the date was changed to March 11<sup>th</sup>. Meg Clark is unavailable that night, so that's unfortunate, but thankfully she's still going to help prior to the event. They discussed tickets, unclaimed baskets, and having higher priced baskets in the second drawing so people will stay. Maybe having fewer but bigger baskets. The last few years there have been 62 baskets. Ideas for new baskets included Star Wars, Legos, and video gaming basket. Daphne Stam is coordinating volunteers, and Elizabeth Vaughan is doing pre-sales. We need someone to organize the pizza. Are we doing St. Baldrick's this year? We need to update the newsletter with the new date. We need to get a message out about new vendors. Creating a signup genius for items needed could be a big undertaking. Maybe ask for cash/gift cards and then buy big items instead of receiving a bunch of little items. Have team moms help with distributing the information for 6<sup>th</sup> & 7<sup>th</sup> grades and the 8th grade teachers spread the word to their students. Mills Madness meetings will be Thursdays 10am from now on.

We received an email from Mrs. Bertrand asking if NJHS members could get volunteer hours for Mills Madness. We currently use Panther Creek club volunteers. Food possibly? Not sure if there is a need or an area for 8th graders. Help with promotions? Need to come up with some ideas. Also need some good parent volunteers to take over the jobs of those that have moved on. Cupcakes & cakes? We could like to offer something appropriate for the NJHS members, but we'll have to think about it and work out the details.

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## President's Report

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### **Instructional Grant Proposals:**

1. Dyer, requesting \$30 for Docery software. Lisa Burke motioned to approve, which was seconded by Christy Hanson. None opposed. Grant approved
2. Vining, requesting \$80.80 for class set of "I am Malala" books for 6th grade literacy class for non-fiction book study. Sandy Hankinson motioned to approve, which was seconded by Robin Lundin. None opposed. Grant approved.
3. Received documentation for Lucas's previous grant request. It's EOG material, requesting 35 workbooks totaling \$175,. We denied the 6<sup>th</sup> grade reading team's similar request. It is our understanding that the purpose of instructional grants is to help teach, not provide test materials. Discussion was that EOG's are the proof of teaching, we support the teaching. We also discussed that Wake County should provide EOG test resources. We may need some direction from Mr. Smith and help communicating this to teachers. Sandy Hankinson motioned to deny, which was seconded by Pin Pin Jong. None opposed. Grant denied.

Science Olympiad, requesting \$300 for supplies. PTSA has a \$500 club line item that no one has asked for yet. The policy is up to \$100 for each club. Daphne asked for details of the club and while any student could participate, only 36 can compete, but others can practice. They are asking for \$300 in supplies. There are 6 teams of 6 students. There was discussion as to if the supplies are used up per year, and it is believed that it is given the nature of their projects. This year the school will not pay for the supplies like it has in the past. Students are asked to supply some items. Given the fact that this line item was not used last year, and no one has requested funds this year, we

discussed allowing a one-time exception to up the limit to \$300. We should talk to Mr. Smith and see if this would be a yearly need. Sandy Hankinson motioned for an exception to increase limit and pay for the \$300 in team supplies, which was seconded by Pin Pin Jong. None opposed. Grant approved.

**Other Business:**

Daphne met with Mr. Smith to discuss the plan for agendas next year. He liked the idea of purchasing planners for the 6<sup>th</sup> graders only. We could then use the extra funds for more grant requests. We would need to have a general business meeting to change the budget for the 2016-17 school year. We would have the opportunity to do that at Mills Madness. Funds could also go towards student enrichment, PBIS, or capital project.

There are still funds in the Student Enrichment account. It's difficult to find a universal person that would appeal to the entire school. Need to talk to the media center about a possible author visit. Maybe something in the art, music, science or fitness area? Daphne will discuss the details with Mr. Smith.

Daphne asked Brenda Hernandez if she would be willing to head up the concessions sales. She wasn't interested, and with no one volunteering to leading this, we decided to drop concessions as a regular endeavor.

The Wake County PTA Night of Stars event on 5/19/16 is requesting all nominations by Jan 31<sup>st</sup>: Kim McKnight was our unanimous nomination. Thanks for everything you do Kim!!

Meeting adjourned at 10:38 am