



BUSINESS MEETING MINUTES

Mills Park Middle School PTSA

Student Services Conference Room

Date | time 11/13/2015 9:35 AM | *Meeting called to order by* Daphne Stam

In Attendance

Daphne Stam, Cheryl Cleaton, Kim McKnight, Robin Lundin, Elizabeth Vaughan, Jennifer Willis, Pin Pin Jong, Sandy Hankinson

Introduction

Meeting called to order by Daphne Stam. Quorum was met.

Presentation of Minutes

Cheryl Cleaton presented the minutes from 9/11/15, 9/21/15, and 10/9/15. Elizabeth Vaughan motioned to approve all three, which was seconded by Pin Pin Jong. No one opposed. Minutes approved.

Treasurer's Report

The budget was distributed by Elizabeth Vaughan. Christine couldn't make the meeting but sent word to thank Elizabeth for her help with the taxes and to let everyone know we are in good standings.

VP/Committee Reports

- **Membership:** Robin Lundin stated we have 926 members, just shy of our 1,000 member goal. She proposed looking at membership differently next year... possibly changing the form, doing a raffle, look to other PTA groups for ideas, etc. She also mentioned that we will need a new Membership Chair next year, and we may want to have a Membership Committee to brainstorm and implement these new ideas.
- **Staff Appreciation:** Kim McKnight discussed plans for the teachers including a popcorn & dessert snack on November 20th, cleaning the teachers' lounges, and her plans for teacher gifts in December.
- **Ways and Means:** Jennifer Willis discussed how even though the fall dance was our first experience with concessions, it was a success! We netted around \$400, which will certainly help since we are short of our projected revenue goal. Since there is no Booster Club this year, and no one doing concessions, there were lots of questions... can the PTSA work concessions at basketball games? At least the Davis Drive game? Is there going to be a Booster Club next year? If this is going to be an ongoing thing, do we need a Concessions Committee? Should we consider track and soccer games as well? Do we need to share the profits with the athletics department? Kim McKnight is going to talk to Mr. Randall before our next meeting. We know that Ms. Walton wants us to do the concessions for all the school dances.

We also discussed the Publix fundraiser. We need \$37,000 in sales before a \$250 check will be given to the PTSA. We put some Publix scan keys in a basket in the front office so hopefully more people will participate. Spirit Night coupons were discussed. Most felt that having an actual piece of paper is cumbersome and easily lost.

- **Spirit Wear:** Order forms due on Monday, November 22nd
- **8th Grade Events:** Elizabeth Vaughan informed us that the vote for the 8th grade t-shirts was complete and showed us the winning pictures. They look so cool! She is taking orders now. The 8th grade honor roll breakfast hit a few snags, like teachers forgot to give the tickets out before hand, so that caused a bit of confusion. There were a lot of honor roll students, about 500 out of 578 students. It was awkward that so few students were left out, so next quarter the breakfast will include all 8th graders. Might want to look at only A's for next year?
- **MPMS Leadership Committee:** Sandy Hankinson briefed us on the Leadership Meeting she attended. Mr. Smith could not make the meeting, which limited some of the topics usually discussed. There was much discussion about teachers and staff not being allowed to wear t-shirts. This would also include spiritwear t-shirts. There was discussion about why should the teachers and staff buy spiritwear if they cannot wear it. We discussed the possibility of getting the rule changed to no t-shirts unless it's MPMS spiritwear.
- **Copy Room:** Kim McKnight discussed the challenges with coordinating volunteers for the Copy Room. To reduce wear and tear, teachers are not allowed to use the new copier, so volunteers make copies for the entire school. The Math Department does have access to a smaller copier, but they submit copies to the team as well. It is a difficult to coordinate volunteers to come in every day. A meeting with Mr. Smith is needed to find out what are the expectations of the PTSA, especially since when we agreed to take on this responsibility, it was supposed to be temporary. Copy Team Members: Kim McKnight, Michelle Sallean, Kristy Gunther, Toral Shah, Carla Kent, Vaibhavi Arekar.
- **Reflections:** Received 37 entries to be voted on next week. Thanks to Alison Champ and Kathleen Fiebich!

President's Report

Daphne Stam discussed the duties of the Audit Committee Chair. Others provided their experience while on the audit team, then Pin Pin Jong agreed to be our chair. Kim McKnight motioned to have Pin Pin appointed chair of the Audit Committee, which Robin Lundin seconded. No one opposed. Motion granted.

Daphne also updated us on some of the grants we approved at previous meetings. One grant from Mr. Lucas had already been paid, so he didn't need our check. There was discussion about the \$8,000 we spend on agendas each year. Do students really use them? Could the money be better served on more instructional grants? Maybe just provide agendas to 6th graders. Mr. Smith said the teachers really wanted the agendas last year. It's worth revisiting for next year's budget.

Teacher Enrichment Grants:

1. Scheafer, affecting all grades, requesting registration fee for Bridging the Gap STEM Education Conference. Cost is \$234.09. Jennifer Willis motioned to approve, which Robin Lundin seconded. None opposed. Grant approved.
2. Racioppo, 8th grade teacher, requesting partial compensation for the \$475 fee for Component I towards National Board Certification. Cost is \$250. Robin Lundin motioned to approve, which Elizabeth Vaughan seconded. No one opposed. Grant approved.

Instructional Grants:

1. Knox, 8th grade teacher, requesting Nearpod presentation app to allow students to use their own devices for interactive polling for quick checks of understanding. Teacher already bought app. We were wondering if there was a license that would support more than one teacher. Decided that we really need more technology knowledge at meetings. We're going to invite Melanie Farrell to our monthly meetings. Sandy Hankinson motioned to approve, which was seconded by Kim McKnight. No one opposed. Grant approved.
2. Coyne, 6th grade teacher, requesting a one month subscription for Backchannel Chat for online space of collaboration & discussion. Cost is \$15. Robin Lundin motioned to approve, which was seconded by Pin Pin Jong. No one opposed. Grant approved.
3. Farrell, 6-8 grades, requesting green screen portable studio for filming. Cost \$300. Sandy Hankinson motioned to approve, which Robin Lundin seconded. None opposed. Grant approved.
4. Racioppo, 8th grade teacher, requesting Apple TV, digital AV adapter, Doceri and Otterbox case. Cost \$260. Jenn Willis motioned to approve with the monetary stipulations determined in our previous meeting, up to \$80 for an Apple TV, up to \$15 for the adapter, and up to \$30 for the Doceri Software. Kim seconded and no one opposed. Grant approved with monetary stipulations.
5. Lucas, 8th grade teacher, requesting Triumph Learning which provides enrichment and review opportunities for students preparing to take the 8th grade science EOGs. Submitted to replace previous grant request for Gizmo learning app (\$250). No other documentation was provided. With little information on the request form, Elizabeth Vaughan motioned to table this grant until we have more information, which was seconded by Jenn Willis. No one opposed. Grant tabled.
6. Eagle, 8th grade teacher requesting \$120 Nearpod subscription and \$60.19 for classroom supplies, décor and storage containers. Request Form needs to be submitted. We need to reiterate that the classroom supplies approved belong to the school and should be left behind if the teacher moves on. Kim McKnight motioned to approve the \$120 Nearpod subscription, and due to the high number of requests this year, the following classroom supplies: the modeling clay, the wipe-off charts and maps, and the chemical equations poster set, which totaled \$15.50. This was seconded by Elizabeth Vaughan. No one opposed. Grant approved.

Meeting adjourned at 11:08am