



BUSINESS MEETING MINUTES

Mills Park Middle School PTSA

Student Services Conference Room

Date | time 11/18/2016 9:36 AM | *Meeting called to order by* Jen Willis

In Attendance

Jen Willis, Cheryl Cleaton, Jennifer Middleton, Monica Tamboli, Kim McKnight, Christine Hanson, Donna Kapner, Colleen Gregg, Mary Jane Reyes-Ford, Latacha DeOliveiva, Pin Pin Jong, Daphne Stam, Carla Kent, Jennifer Hartman, Mrs. Dyer, Mr. Smith

Minutes

Meeting called to order by Jen Willis. Quorum was met. Cheryl Cleaton presented the Business Meeting Minutes from 10/14/2016. Jennifer Middleton motioned to approve the minutes, which was seconded by Kim McKnight. None opposed. Minutes approved.

Principal's Report

Mr. Smith said he would get the word out about teacher grants. The United Way fundraiser is going on now. 6th grade dance is today. There's a Veteran's Tribute wall by the office. IReady Testing underway. Determine what areas students need help in to get them to a level 3. Can be difficult to determine during the normal day, so this tool is helpful. Fall sports season was very successful. No team lost a game and only one tie. Athletes are very well coached and are good kids that do what they are supposed to do. We're getting ready for winter sports now.

First quarter grades on par with where they were last year. Did see an uptick of missing work in 8th grade, but they worked hard to make it to the PBIS celebration. Laura Dowd was named our Teacher of the Year! Congrats! She had been a finalist for several years and finally won. She does so much for MPMS. The other nominees were also deserving, so it was a hard choice. The reassignment plan for MPME doesn't impact us a lot, but in 2019 when Alston Ridge opens up, we will see more of an impact at MPMS. We're not supposed to take field trips within 30 days of the end of grade tests. This impacts 8th grade, which could push the trip to mid-April which would run into spring sports. We got approval for this year in May. Next year it'll be the last week in April. So many volunteers signed up to be chaperones for the DC trip, that teachers asked for some to reconsider and not go since there wasn't room on the buses. Question raised about the cement slab in the front of the school... it was part of the 8th grade gift last year, so he's going to look into putting up a plaque or something to reflect that.

Faculty Report: Mrs. Dyer passed along Ms. Dowd's appreciation for the Scope Magazine. She gave a detailed description of Nearpod and how it's used in the classroom, and the limitations of the free version and sharing accounts. If we can get enough interested, the cost would decrease by \$40 per account. An entire schoolwide license is very expensive, but might be worth it. Need to see how much interest is there.

Treasurer's Report

The budget was distributed by Christine Hanson. She discussed that taxes for last year have been submitted to the IRS. She's officially notified the NCPTA and we're in good standing. She updated the budget to reflect the update to Sprit Events from last month.

Committee Reports

Membership: *Report submitted by Daphne Stam prior to meeting:*

- *As of 11/14 we have added another 71 members for a total of 1,015. A new check request form for appropriate dues to State and National PTA should be delivered to the front office mailbox on Tuesday.*
- *Only two membership incentive packages have not been delivered -- waiting on replies from recipients as to their incentive preferences.*
- *All email addresses have been forwarded to Carla.*
- *I will be working on detailing the various membership deposits I have made over the past couple of months to keep Christy's records straight. I do not expect more than a few membership applications each month from here on out.*

Daphne Stam discussed the report. Everything is going well. Panther Creek does membership online and their numbers are only 330. Maybe we should stick to paper.

Communications: Carla Kent discussed how the newsletter will be out Tuesday. She needs information by Friday to be sure it makes it into the newsletter.

Audit: Pin Pin Jong had nothing to report.

Teacher Enrichment and Instructional Grants:

1. Dyer & Knox both had Nearpod subscription requests. Cost is \$120 each, so \$240 total. There are issues with teachers sharing one account. Look into the possibility of doing a discount next year if the whole school needs it. Donna Kapner motioned to approve both Nearpod grants, which was seconded by Daphne Stam. None opposed. Both grants approved.
2. Axberg requested die cut shapes to use for a bulletin board that's used all year. Cost is \$25.56. Daphne Stam motioned to approve, which was seconded by Kim McKnight. None opposed. Grant approved.
3. Ferrell grant request for education event would have been approved, but had to be tabled last year because the event fell into this fiscal year. Cost is \$229. Daphne Stam motioned to approve, which was seconded by Kim McKnight. None opposed. Grant approved.
4. Hill had request for National Dance Education Organization for Dance Educators. Full cost is \$378; she is requesting \$250. We can not cover any travel expenses. Donna will contact the association to determine what part of the cost is registration fees and what part is travel. Kim McKnight motioned to approve the registration fees portion up to \$250. Jennifer Middleton seconded. None opposed. Grant approved with stipulations.
5. Walski request for fees for National Board certification in ELA – Early Adolescence. Asking for \$250 towards huge total cost. Daphne Stam motioned to approve, which was seconded by Carla Kent. None opposed. Grant approved.

Teachers are using the old forms. Donna's going to make copies of the new forms and put them in their mailboxes.

Media and Technology Advisory Committee requested a PTSA representative. Lisa Burke was our representative last year. She is busy with work now, but she may be able to attend the meeting in the spring. They have a request for iPads. They need to submit a grant request form like the teachers do and we'll go through the same process.

7th/8th Grade ELA Request – Scope Magazine is needed now, and we got a good deal because of the timing. Cost is \$3,539. Christy Hanson motioned to approve, with the cost coming out of Student Enrichment. Donna Kapner seconded. None opposed. Request approved.

Staff Appreciation & Reflections: *Report submitted by Kim McKnight prior to meeting:*

- **Staff Appreciation:** *We put together snack boxes and fruit boxes for the staff lounges and the office staff on Tuesday, November 15th, themed “Thanks a Minion for all you do!”. They were filled with donations from parents in the school... chocolate, granola bars, pretzels, chips, crackers, starburst, trail mix, apples and oranges. The teachers were thrilled! We will replenish the baskets today with what didn't fit the first time. Thank you so much to the VERY GENEROUS parents to make this happen for our teachers!*
- **Reflections:** *We submitted 12 student pieces and 1 Special Artist piece to the Wake County Reflections program on Monday, November 14th. We will have the results on December 5. We had four 2-D art, one 3-D art, five literature, one film, and one musical composition. We would like to buy gift cards for the three teachers that judged the pieces and ribbons for all students who have participated. We plan to display all of the artwork that we received in the front cases after the holidays.*

Kim discussed the report, adding that there were 29 total Reflections entries. Kim only has an 8th grader and will be leaving MPMS next year. The person that helps with Reflections cannot do it next year, so we need a new Reflections chair. Kim is going to get gift cards for the teachers that were judges.

Spiritwear: Jennifer Hartman discussed that we're down to a couple dozen orders, she's going to do the rest of them today. There are 10 orders with no name. She'll ask for the check number to match up the order. We have some extra stock if people want to get gifts.

8th Grade Events: *Report submitted by Amy Montanus prior to meeting:*

- *Theme for the 8th grade dance was voted on last week – winner is “Hollywood”*
- *-8th grade t-shirt order has been submitted and the shirts will arrive the second week of December with a delivery date to the kids no later than December 20th.*
- *-We will be having a Winter Celebration, over Leopard time, on December 20th –shirts will be handed out, kids will make cards for the USO and we will have a treat.*
- *-8th grade gift was approved – Spirit Rock. I am working on finding an artist, offered this up to the art teachers, waiting to hear back from them. If they are not interested I will reach out to Jeanne Lovell, who painted some murals in the school.*
- *-I have secured the DJ, caterer and Kona Ice for the end of year party.*
- *-I have secured the DJ, photo booth, decorating committee chair and co-chair for the dance.*
- *-Working on having a dance meeting now that we have the theme.*

Spirit Events/Leopard Spot: Ivy Linares could not be here, but Latasha & Mary Jane discussed concessions for basketball. They can get a \$6 large pizza at Papa John's with a 50 pizza minimum. We're so glad they're going to be helping with concessions. Discussed the possibility of selling spiritwear at a separate spot during games.

Mills Madness: Colleen Gregg discussed getting a date approved. It's usually the first Friday in March. We were thinking March 3rd, with the backup date of March 10th. We need to be more organized with the baskets and donations. Colleen cannot do this on her own!! She needs HELP!! She needs a co-chair and a committee. Mary Jane will take on the pizza. Daphne will do pre-orders. Donna will do baskets. Colleen wants to do all the online stuff by the end of this month. Maybe put a tag on the baskets " _____ basket sponsored by the _____ team" so people know which team did which basket. We could ask the teachers what they'd like for their team. Look for an announcement for forming the committee.

Nominating, Student Enrichment & Room/Team/Parent Liaison: *Report submitted by Amy Georges prior to meeting:*

- **Nominating Committee** - Jenn Middleton had decided to take the role of Committee Chair for Panther Creek. She was able to attend the County PTSA training for Nominating Committee chairs and will be bringing some info and questions for that area...perhaps you could call on her for that update in my spot on the agenda?
- **Liaison with Team Parents** - As I understand it, we will not have much to communicate with them about until Mills Madness. If I can help out in this area prior to that time, please let me know - thanks!
- **Student Enrichment** - Of course, we had Reggie. Shabazz is ongoing now. The Librarian said they have no plans for a Visiting Author at this point for the year. 7th grade is planning to bring back a poetry slam group - we are working on that now. 6th grade has plans for a poet, as well. We have an email out to him for scheduling and fees. We have \$\$\$ to spend, just looking for ways to spend it! :)

Amy couldn't make it, but Jennifer Middleton is helping her on the Nominating Committee. Jennifer discussed the need of two board members and one non-member on the committee. Amy is one board member, Donna agreed to be the second, and Jennifer is the one non-member. Jenn will send email of positions needed. She'll post names 10 days before last meeting.

Board Advisory Council Representative: Paulette Bekolo had nothing to report

Vendor Fundraiser: *Report submitted by Kristi Guenther prior to meeting:*

- The November Box Top submission was \$377.70. As of today, it's still in "pending" status. Unless they find a discrepancy, the check (which will be sent out in December) will total \$729.00. That is including a carry over balance from the end of the last school year which totaled \$351.30. If it is ok, I would like to run a contest for the final submission deadline of March 1st. That usually brings in a lot of Box Tops. The class in each grade with the most Box Tops wins a sweet treat. I'd like to advertise this with a few morning announcements and in the weekly MPMS newsletter. Please let me know if this is possible or if you have any other suggestions :) Thanks so much!
- Also, I gathered all of the HT Vic card numbers yesterday and entered them all in. I had about 5 that were invalid (missing information or numbers were incorrect). I will give you the final total once HT sends the confirmation via email.

President's Report

Jen Willis discussed Donna's PTSA Open House Event in December. Talked about a date and decided on December 8th from 5-7pm. She'll put it in the newsletter with an RSVP to the ways and means email address. Everyone should bring a non-member to the social so we can recruit new members. Hopefully we can get some more helpers for Mills Madness. Donna will provide the beverages... it's a non-alcoholic event! We discussed that it's too great of a liability to have alcohol at a PTSA sponsored event. Everyone is encouraged to bring a finger food. Maybe we could do an all call from Mr. Smith? If the RSVP number is reasonable, we'll have it at Donna's house.

We discussed the community use of schools and event dates. Those include Mills Madness, the 8th grade dance, and parent resource night (Reggie Dabbs). Register online for using school facilities.

There was a question about Alston Ridge using the MPMS gym for a school event. Jen gave contact information; filling out the online form is the first step.

Jen Willis motioned to adjourn, which was seconded by Carla Kent. Meeting adjourned at 11:23am.