

**Gayton Elementary School**  
**PTA Board Meeting**  
**Tuesday, January 16, 2018**  
**5:15 pm**  
**Agenda and Minutes**

- I. Called to Order at 5:23 p.m.
- II. Officer Reports *(Please try to limit to 2-3 minutes of highlights and put the rest in writing for all to see.)*
  - a. **President** Ms. Barbier reported:
    - i. Nominating Committee is forming-
      1. Ms. Barrett, Ms. Pedraza, Ms. Williams, Ms. Kempf, Ms. Ayres have volunteered to serve- we need to advertise them to General membership in February and allow others to serve
      2. Elect Nominating Committee by vote at General Meeting in March
      3. Post slate of proposed Board officers in April for General membership to consider
      4. Vote on Board officers at General Meeting in May
      5. There are three positions to fill for 2018-2020
        - a. President, Secretary, VP of Programs
    - ii. Action items/next steps/decisions reached: See actions outlined above
  - b. **Principal**- Ms. Sower reported:
    - i. They held a "Rostan Rally" last week
    - ii. We are holding "Take your Family to School" week February 12-16<sup>th</sup>
    - iii. There will be donuts with students/parents, visit at lunch or PE, or attend State of the Swamp event- offering 2-3 times
    - iv. Ms. Sower solicited input on topics
    - v. Staffing changes- Ms. Howard and Ms. Roye retiring at end of this year
    - vi. Action items/next steps/decisions reached: None
  - c. **Treasurer**- Ms. Barrett reported:
    - i. Good fundraising- from B&N Book Fair \$1,225 and Box Tops \$1,610
    - ii. Action items/next steps/decisions reached: None
  - d. **VP Ways and Means**- Ms. Williams reported:
    - i. Dave and Busters- \$134 on that day, \$350 from cards sales- so almost \$500 total
    - ii. Discontinue Pizza Nights for PTA meetings due to limited demand
    - iii. Starting After School Enrichment- Feb 26- March 26<sup>th</sup> - only

- leveraging our teachers as instructors
  - iv. Encouraged folks to register at Kroger- we get free money
  - v. Action items/next steps/decisions reached: None
- e. **VP Programs-** Ms. Roberts reported:
  - i. Feb 6<sup>th</sup>- Family Fun Night replaced by Parent Teacher Conference Night
  - ii. March 22<sup>nd</sup> Pizza Delivery Night
  - iii. Reading event with Verlander's parents or working on a Literacy Night- March 27<sup>th</sup>
  - iv. Still looking for a Friday in May to do an end of school celebration
  - v. Action items/next steps/decisions reached: None
- f. **VP Membership-** Ms. Kempf reported:
  - i. No update
  - ii. Action items/next steps/decisions reached: None
- g. **VP Communications-**Ms. Pedraza reported:
  - i. No update
  - ii. Action items/next steps/decisions reached: None
- h. **Secretary-**Ms. Land reported:
  - i. No updates
  - ii. Action items/next steps/decisions reached: None
- i. **Teacher Liaison-** Ms. Hedrick reported:
  - i. No updates
  - ii. Action items/next steps/decisions reached: None
- III. Old Business- None
- IV. New Business-None
- V. Committee Reports (*Please try to limit to 2-3 minutes and put the rest in writing for all to see*).
  - a. Playground Committee
    - i. We've ordered a Gaga Pit (January installation) and a large play structure for the "red playground" pad (February installation)
    - ii. Action items/next steps/decisions reached: We'll need to decide timing of the drainage study completion
  - b. Book Fair- Ms. Long- provided her update through Ms. Hedrick/Ms. Barbier
    - i. Fall - \$1,225- \$225 short of the \$1,500 goal. Revenue was comparable but percentage back to us was less
    - ii. Shifted volunteer burden from parents to teachers- placed some burden on teachers- they were asked to read

- iii. Do we want to try again next year? **YES**, was consensus
  - 1. Lots of opportunities to improve it even more
- iv. April 23-27<sup>th</sup> is spring book fair
- v. Discussed whether we can do sales before/during school or increase communication about sending order forms home with kids and allowing parents to purchase without coming in
- vi. Action items/next steps/decisions reached: None
- c. Lay Advisory- Ms. Kane – Did not attend
- d. Silent Auction Committee- Ms. Andrews
  - i. On Friday, March 2<sup>nd</sup> from 7pm-10pm Desserts, Appetizers, Adult Beverages
  - ii. \$5/person admission
  - iii. Eliminating class baskets
  - iv. They have \$8,400 in donations so far
  - v. Goal is to raise \$11,000 for the school
  - vi. Asked for donation of After School Enrichment- \$50 credit
- e. 5<sup>th</sup> Grade Party- Ms. Freeman reported
  - i. Boomerang event raised- \$238.80
  - ii. \$433 of \$2,075 raised to date
  - iii. Bake Sale fundraiser tonight- Grab and go baked treats- leftover sodas
  - iv. Amazing Race is the theme
  - v. Next meetings on February 7<sup>th</sup> and March 7<sup>th</sup>
- f. Teacher Appreciation Week- Ms. Perricelli reported
  - i. Planning activities
  - ii. Planning to solicit donations from parents

VI. Final Comments

- a. Executive Committee to meet next on March 13<sup>th</sup>
- b. PTA meeting on April 24<sup>th</sup>
- c. Last PTA meeting for 2017-2018 year on May 15<sup>th</sup>

VII. Adjourned at 6:29 pm