

**Gayton Elementary School**  
**PTA Board Meeting**  
**Tuesday, April 24, 2018**  
**5:15 pm**  
**Agenda and Minutes**

- I. Called to Order at 5:22 p.m.
- II. Officer Reports
  - a. **President** Ms. Barbier reported:
    - i. The incoming/outgoing Presidents will host a party on June 10<sup>th</sup> at the Barbier's home. More info to follow.
    - ii. We still need committee chair nominations- there are large positions that need to be filled
    - iii. Notebook swap- Ms. Barbier will send out a checklist for required items
    - iv. PTA Closet needs to be cleared out this summer for the flooring to be tiled. We will need folks to help clear it out.
    - v. Action items/next steps/decisions reached: None
  - b. **Principal**- Ms. Sower reported:
    - i. Ms. Sower- Gave a shout out regarding the Squirrels game- lots of fun and great attendance
    - ii. Book Fair is going well so far!
    - iii. Kindergarten registration went well this year. Noted process improvements from previous year. Suggestion to send parents forms/post them ahead of time to allow filling them out ahead of time.
    - iv. 89 Kindergarteners registered on the first day, which is much larger than last year
    - v. Shout out to Ms. Sublett for the job she's doing on the yearbook and to Ms. Pedraza on our communications.
    - vi. Action items/next steps/decisions reached: None
  - c. **Treasurer**- Ms. Barrett reported:
    - i. Updated P&L provided ahead of time via email
    - ii. Will address funding requests in "New Business"
    - iii. Action items/next steps/decisions reached: None
  - d. **VP Ways and Means**- Ms. Williams reported:
    - i. Richmond Squirrels game was a big success- \$340 raised
    - ii. May 1<sup>st</sup>- Gelato Celesti spirit day
    - iii. Action items/next steps/decisions reached: None
  - e. **VP Programs**- Ms. Roberts reported:
    - i. Reading Ranch
      - 1. Deep Run BBQ- 230 people have signed up for dinner-

Wow!

2. There will be packets for each student
  3. Buffet line in Cafeteria
  4. Campfire stories
  5. "Book" walk (think Cake Walk) in MPR- There will be prizes, such as chance to win \$5 coupon to Book Fair or \$20 to Deep Run BBQ.
- ii. Family Picnic- May 3<sup>rd</sup> 5pm-7pm to celebrate the Playground
    1. Chick Fil-a, Slideways, Kona Ice food trucks will all be there
    2. Gaga Ball Tournament
    3. Tug of War
  - iii. Action items/next steps/decisions reached: None

f. **VP Membership-** Ms. Kempf reported:

- i. Ms. Kempf will need help next month check in for voting for officer election
- ii. Action items/next steps/decisions reached: None

g. **VP Communications-**Ms. Pedraza reported:

- i. Asked for how to communicate ahead of the officer election
- ii. Asked the group for input to what to include in a "PTA Member" survey
  1. The group discussed how to get more people engaged in committees and as volunteers
  2. How to use suggestion box out front to get feedback throughout the year
  3. Ms. Pedraza suggested using survey also to solicit input on how PTA spends money also
  4. Requested input from the board on suggested questions for the survey to go out before end of May
- iii. 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. Funding Requests- Ms. Barrett
  - i. We expect to have \$33,000 on hand at year end. After paying for \$9,000 of technology for next school year and reserving approximately \$4,500 for start-up cash for 2018-2019 school year, we expect to have approximately \$19,500 available for year-end funding requests.
  - ii. The staff prioritized their funding asks and those were presented for discussion and consideration.
  - iii. There was a deeper dive discussion on technology and how we prioritize our spending and investment.
  - iv. Group unanimously agreed to approve the request to purchase walkie talkies for each teacher \$5,500, and the Kindergarten requests (~\$300), and the Promethean Board for the Art Room (\$2,000).
  - v. We will review the remaining requests for approval at the May 15<sup>th</sup> meeting.
- b. Safety Committee- Heather Schmidt nominated as Committee chair- Board approved
  - i. Board also discussed the Committee's plan of work. The Board agrees to allow them to present their "plan of work" initially at the May 15<sup>th</sup> Board meeting.
  - ii. Gator Squad- There are concerns that the ask of 3 volunteers per shift at Field Day is too large of an ask
    - 1. Suggestion to is to include signups for the safety patrol in the Field Day sign-ups
- c. Ms. Barbier- Girl Scout Troop 5161 would like to do beautification out from, leveraging \$100 from the Gardening Club budget line item. Group approved the expenditure request.
- d. 5<sup>th</sup> Grade Party- Ms. Freeman
  - i. 266 emails received- Baby Pictures
  - ii. Committee will donate their 5<sup>th</sup> Grade party luncheon funds back to the school since Mary Kate Jacobs won the VA 529 pizza party and \$529 to be used toward the 5<sup>th</sup> Grade Party
  - iii. Action items/next steps/decisions reached: Finalize details for the party
- e. Hospitality- Ms. Perricelli's report provided by Ms. Byers
  - i. Teacher Appreciation Week- Plans are in place, each day is planned out, Ms. Perricelli will send out an email providing details
- f. Playground Committee-Ms. Land reported
  - i. \$2,841 of funds raised remaining unspent
  - ii. Planning meeting for May.... and will review drainage needs and

begin discussing plans for next year

- iii. Will include survey questions in the overall PTA survey compiled by Ms. Pedraza
- iv. Received feedback from SCA:
  - 1. What is your favorite change on the playground this year?  
– *Gaga pit (older grades) & new playground equipment (younger grades)*
  - 2. What would you like to see more of? – *ANOTHER GAGA PIT! & monkey bars*
  - 3. What would you like to see less of? – *Swings & slides (older students)*
  - 4. What do you think is missing today? – *Water slide (lol), monkey bars, jump ropes, hula hoops, trampoline floors, zip line*
  - 5. If you could choose only one item/feature to add, what would it be? *ZIP LINE!*
- v. Action items/next steps/decisions reached: We'll need to decide timing of the drainage study completion and shape our budget ask for 2018-2019. The suggestion was made for surveying the kids to help define Phase III of the Playground Campaign- One suggestion discussed is adding an additional taller Gaga Pit for the older kids.

VI. Final Comments

- a. Last PTA Board meeting for 2017-2018 year will be held on May 15<sup>th</sup>. The new board will be elected at the General Meeting that evening and will begin their terms after the General Meeting.

VII. Adjourned at 6:41 pm