

Ward PTA Executive Board Meeting Minutes
January 21, 2015

(Submitted by Charlotte Cecil on Secretary's behalf)

- ❖ **In Attendance:** Angela Greene, Lisa Brooks, Cadrina Parker, Cheri Chapman, Charlotte Cecil and Riian Brock.

- ❖ **Meeting was called to order at 6:00pm**

- ❖ **President's Report (Angela Greene)**
 - Volunteer forms – not as many were received as were last year. Angela responded to each that did submit a form giving them an overview as to what to expect and depending on what they had specifically said they were interested in, informed them they would be contacted by the appropriate person at the school for more details. She is still waiting to hear back from some room parents and noted that not each classroom had a person sign up for this role. In those cases, the teachers were notified.

 - Family engagement – very hot topic in Henrico! There was a town hall style meeting where she met with Gail Jones who is head of Title 1 for the county. She wants to meet to discuss how the PTA and families can all work together as there seems to be a slight disconnect. It also was noted that in some cases, some were not ready for a change. Ward will be hosting the March Henrico PTA meeting where engagement will be the focus and one point to be brought up is having an advocate in each school whether they are designated as Title 1 or not. Some schools that are not Title 1 are concerned what will be the impact or specifically what may be taken away from them if this is implemented. Another item will be do parents want to have an advocate placed at each middle school. Currently Wilder is the only middle school to have one.

Also, to help with parent participation at meetings, since we are a Title 1 school, we are eligible to request transportation for those parents who would not normally be able to make it to the school in the evening. To utilize this service, we need to request 45 days out. Once approved, the pick-up and drop-off location will be set and Mrs. Vaughan will drive the shuttle bus. The fee is \$20/hour.

Additional family engagement ideas to be discussed.

- Thoughts for upcoming ways to raise money were discussed and it was determined to test out pre-selling carnations for Valentine's Day (students can purchase for parents, grandparents, teachers, etc). The orders will be compiled, Angela can purchase at wholesale and the PTA will put together at next Executive Board Meeting on February 12th. The next day, the SCA will deliver to the classrooms. Similarly, we will offer the same type of activity in March for St. Patrick's Day where we will sell shamrocks and students can purchase and decorate. Shamrocks will be sold before school at a table in front of the cafeteria by an administrator and SCA students on March 11th – 13th and the 16th. To be delivered on March 17th by SCA.

Lisa Beggs to develop flyers and announce on social media.

❖ **Treasurer's Report (Lisa Brooks)**

- Lisa discovered there was a discrepancy in last month's report which was due to a returned check amount being recorded incorrectly. This has now been fixed and she distributed copies of both reports.

Lisa also noted that the skate night at RollerDome was very successful and brought in \$105.00.

Charleston Wrap proceeds netted \$2906.00 for the PTA.

❖ **Programs Report (Open)**

- Discussed the need to fill this position. Was noted that in the event we could not find someone new to take this on that Cindy Blakley mentioned she would help co-chair. To be revisited at the next board meeting.

❖ **Fund Raising Report (Cadrina Parker)**

- Cadrina is working on a Papa John's fund raiser and another skating event in the spring. We will be doing a cookie dough sale April 13th – 24th. Again talked about doing a March Madness fund raiser at the end of February where we would offer Spirit Cups. They come two to a set (with lids) for \$18.00. NFL, NBA and College teams are available. Of the \$18 cost, the PTA will net \$7.25 per set sold.

Discussed putting together a gift basket using items given to Cadrina as samples from Charleston Wrap and raffling that off at a general membership meeting (would sell raffle tickets) as well as possibly selling Ward spirit wear at meetings.

❖ **Membership (Charlotte Cecil)**

- Our current membership is at 221. We have not had any new people join since our November 2014 meeting. Also, in spite of having our December staff incentive, no new faculty joined. Mrs. Oley (formerly Miss Long) won the giveaway basket. For the 2013/2014 school year, 28 staff members joined and so far for the 2014/2015 year we have 35.

Kindergarten registration for the fall will be held on April 16th. I will find out if I can take that day off and advise the Board so that I can be there to set up a membership table to start getting members and generating interest for the next school year.

❖ **Reflections**

- The award will be presented next month. Ward entries did not get submitted.

❖ **Communications**

- Lisa Beggs doing a great job in getting messages/posts out to everyone either via the newsletter, the blog, the website and/or our Facebook page!

❖ **School of Excellence**

- Some schools having issues with surveys. We had a good number of responses and did not have a lot of problems.

❖ **Box Tops (Cheri Chapman)**

- The next cut off is March 1st so will be doing a push in February. We receive \$.10 for each Box Top that is submitted and Cheri has received over \$900 this year which did include some proceeds from those collected last school year. Students will be notified via a flyer and reminders from Lisa Beggs to parents to bring in their box tops throughout the month. Mrs. Brock will supply each teacher with a manila envelope to collect them in. Cheri will tally up how many each class collects and will have an ice cream party for the class at each grade level with the most box tops collected.
The exceptional education classes due to their size will be given a party as well for participation.

❖ **Revised Working Budget**

- Lisa Brooks and Angela Greene to work on creating a new working budget based on what we have actually made this year and present to the Board.

❖ **Next Meeting**

- To be held Thursday, February 12th. We will be organizing and putting together the Valentine's Day carnations for the SCA to deliver to classrooms the next morning. Room parents will be invited to help.

❖ **Meeting was adjourned at 7:40pm**