

May 28, 2013 Nashua PTA Officer Transition and Planning Meeting

In Attendance

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| Christy Boyer | Eva Payne | Paula Shaw |
| Sandi Brown | Kelly Cowan | Julie Spry |
| Jen Robert | Sharon Watts | Melissa Leath |
| Erica Campbell | | Stephanie Simpson |

Events

- Heather and Christy are trying to move the skating parties to River Roll for next year. Winnwood's new fundraising policies won't let us share our night with another school; River Roll will let us share, so we may be able to use the parties as a fundraiser again. River Roll is also closer, which may raise attendance. **Post-Meeting Update: Next year's skating parties will be at River Roll.**
- Nashua PTA received an e-mail from the Erika Kate Foundation, which asked us to host a fundraiser to support them. It has been the policy of the PTA not to pick and choose charitable organizations to support, plus the school already hosts a number of charity drives during the year.
- Staley Try is hosting a Family Event on September 12th for all of Staley's feeder schools. They have asked Nashua PTA to announce it to Nashua's families - it has been posted on our Facebook and web pages and a e-mail has been sent to parents. They were also wondering if Nashua would provide students with an incentive to go, like a star buck. Jen will ask Dr. Martin.
- Creative Arts Assemblies - Mrs. Williams is leaving. Jen to verify with Dr. Martin that the new music teacher will take over setting up the assemblies and make sure that the budget is communicated. **Post-Meeting Update: The new music teacher, Danelle Crawford, and Mrs. Doolittle will be working together to set up the Creative Arts Assemblies next year.**

Fundraisers

- MO PTA is recommending a program called ItAllCounts. It is an online shopping program - you start at their website and choose the store you want to shop at - it tracks your purchases and gives a rebate which is divided between you and the PTA. They have a special for next year - they will reimburse new members for the \$5 cost of their PTA dues. Consensus was that most parents probably won't be interested in an online shopping program.
- In order to increase sales, the PTA will try to sell spirit wear and trash bags at more school events next year. We will discuss this more at the Meet the Teacher planning meeting in August.
- Staples Rewards now requires \$30 of ink to be purchased in the last 6 months for each Rewards number that is used to return ink cartridges. Only 10 ink cartridges per month can be turned in for the \$2 rewards for each Rewards number. If you could purchase ink at Staples to help us meet the requirements, please contact Sandi. The \$2 rewards are used to buy paper and supplies, which are not currently carried in the PTA budget.

- The fundraising company that is handling our Otis Spunkmeyer cookie dough fundraiser in the fall also has a school supply pack fundraiser. They would create packs from our school's supply list which parents could purchase online over the summer. The packs would be delivered to the school so that students could unwrap them on Meet the Teacher night. Cost per pack is less than \$20. We can set the purchase price at \$20 - the difference will come to the PTA as a fundraiser. They don't have a minimum order. Consensus at the meeting is that we should try it for this next year. Christy will set it up. Announcement will go out to parents over e-mail, Facebook and web this summer.
- Dr. Martin has suggested a fundraiser where students' art is put on mouse pads, key chains, etc., and sold to friends and family (like <http://www.youngmastersart.com/v2/>). Julie Spry indicated that she has a box of samples if the new fundraising chair is interested (once that person is identified).

Communication

- Topics for monthly meetings - Erica and Paula suggested an updated and expanded version of the cyber safety meeting we had this year, possibly held in the gym next time. Eva also suggested a presentation on personal safety (example: the Ali Kemp safety course) and/or bullying. Our bylaws require a PTA meeting the third Tuesday of every month. Christy suggested that in months where our meeting is not immediately followed by a music program, we could set up a short board meeting followed by a presentation or event in the gym.
- So parents know who to contact when they have specific questions, Jen will create an officer/chair contact list on Facebook and the web page and will send out a note to all officers/chairs to determine what contact information is okay to publish (e-mail or phone or nothing).
- As handouts are distributed at the school during the year, Jen would also like to post them on Facebook and the web so that parents can find them when they need them.

Financial

- Income from the 31 Fundraiser was about \$850.
- The Carnival was budgeted as a \$200 expense, but we made money this year - a \$120 income.
- Yearbook income is a little over \$800 so far.
- For next year, Kelly requested that we try to keep a trash bag inventory online using data collected periodically from Donna. MoneyMinder may have inventory capabilities or we could use a Google docs spreadsheet.
- We voted to spend \$900 on radio and splitters for teachers in a previous meeting. The price of the radios has increased since the original vote - Sandi was allowing a teacher to test a radio to make sure it was appropriate before buying more. Consensus is Sandi should spend the \$900 to get as many of the requested radios as she can and determine how much additional funding will be required to fulfill the requests. We can amend the expense amount with a vote at the September general meeting.

- Will need to schedule a meeting after the audit this summer to determine how much money is available to fulfill special requests next year versus how much we need to maintain in the checking account.

Resources

- National PTA will be sending all of their training and resource materials to us on a thumb drive this summer. Jen will distribute.
- Both the National PTA and PTO Today send us magazines (topics include teacher appreciation, fundraising, etc.). They have online versions that are free to access. Links to these magazines have been posted on our website under the PTA/PTO heading on the Links page - <http://nashuapta.webs.com/apps/links/>
- A link to PTO Today's clip art gallery (they have clip art for PTA handouts) has also been posted on the Links page.
- Our bylaws state that we are to send members to the MO PTA convention. We don't currently have any money budgeted for this. This year's convention will be in October in Springfield, but members would probably have to pay their own way. MO PTA has also indicated there may be some local training sessions scheduled this summer. Cost was around \$10 per person. Jen will forward any convention or training opportunities as they are announced.

Open PTA Positions

- Still need a Treasurer-Elect, a Fundraising Chair, a Spirit Wear Chair, a 4th Grade Jefferson City Field Trip Chair (preferably a 4th Grade parent) and a Newsletter Chair. **Post-Meeting Update - Rhianna Elkins is interested in the Spirit Wear position.**
- Discussed creating a Field Day Snacks position. In the past, Mrs. Corley has asked various members of the PTA for help getting the snacks for field day. Not having a specific point of contact has caused issues. We provide a \$300 budget for Field Day, but it is preferable that that we try to get the snacks donated so most of the \$300 can be used for supplies and equipment. Jen will address this with Dr. Martin and Mrs. Corley.

Meet the Teacher Night

- Sharon is assembling a new display board for our labels and recycling programs
- The PTA membership card we provide to parents does not have any of our local information on it, besides the PTA name. We could create a card with our general e-mail, website and Facebook page on it. The card could also have a place to record if yearbooks or room parties fees were paid so parents would have a reminder to take with them. Currently we keep the entire check out sheet, and parents have to remember what they purchased. Paula suggested using Vistaprint to get cards.

Upcoming Meetings:

- Audit in July
- Budget Meeting - determine amount available for wish list items
- Help with MoneyMinder input
- Meet the Teacher Planning Meeting in August