

PTA Meeting Minutes

Friday, August 26, 2016 9:00a.m.

@ Coral Canyon Elementary

Call to Order: Heather Turner – President

Pledge: led by Emily Phillips – Secretary

Reverence: presented by Heather Turner *about PTA Dues*

Minutes: ~~Emily Phillips – Secretary~~

Financial Report: ~~Trista O'Connor – Treasurer~~

*Thank you so much for all of the
volunteers that helped stuff folders
for back to school night!*

- Welcome – Introductions of all present at meeting including PTA Presidency
 - *In attendance: Mrs. Bluemel (teacher rep), Jamie Campbell, Natalie Madsen, Mrs. Eggleston (Principal), Crystal Pickelseimer, Erin Terry, Kristine Whittaker, Emily Phillips, Trista O'Connor, Heather Turner. NOTE: Middle of the meeting Jamie Campbell had to leave; Mrs. Davis joined the meeting around that time.*
- Introduction to Principal Mrs. Eggleston
- Introduction to Teacher Rep Mrs. Bluemel
- Paperwork Presented by ~~Secretary~~ **Treasurer:**
 - Conflict of Interest Agreement
 - Volunteer Contact Information Sheet/Roll *passed out at the beginning by Secretary*
 - PTA Membership Dues *explained during reverence*
- 2016-2017 Budget Presented by Treasurer:
 - Taken to vote by PTA Members
 - *Proposed to accept as is by Heather Turner, unanimous approval by all in attendance.*
 - *We want to spend less, and hopefully earn more in order to add more to the budget for the beginning of next year, accruing money to purchase a larger ticket item for the school. We were conservative in Income and allocated for expenses with wiggle room as we discover what things will actually cost this year.*
- Year at a Glance – presented by President:
 - VOLUNTEERS NEEDED NOW:
 - Yearbook – pictures taken throughout the year, compiled in the spring using computer software to create the yearbook.
 - *Possibility of having multiple yearbook volunteers, one per grade level taking pictures, one for advertising, one for current list of who has purchased, one to upload to software and design.*
 - Reflections – Due to Region by November 4th
 - *Need someone now – will look through volunteer sheets and make contact with them.*
 - Volunteer Information Sheets Filled out at Back to School Night
 - *Emily Phillips will compile*
 - *PBIS Rep will now be Mindy Kuykendall*
 - *Mrs. Eggleston will e-mail teachers about Maturation Date of March 3, 2017.*
- FUNDRAISING:
 - Walk-a-Thon
 - Will hold it in the Spring time
 - Could we do online payment? (Was convenient for Read-a-Thon last year)

- *Coral Canyon Elementary already has a PayPal*
 - Starving Student vs. Dixie Direct (Or both)
 - Taken to vote by PTA Members
 - *Proposed to sell Starving Student as primary by Heather Turner, unanimous approval by all in attendance.*
 - *Dixie Direct can still be sold in the office – approved by Mrs. Eggleston*
 - *Need to sell ASAP, discounts began in July 2016 and goes through August 2017.*
 - *Kristine W. brought up possibility of doing pre-orders, sending home a form the week ahead, then bringing home the card the following week and actually selling.*
 - *PTA will need to prefold all the cards and organize it for teachers.*
 - *Send out a blast e-mail through Dawn Rotert, Secretary*
 - *Blast on Class Dojo – Mrs. Bluemel can help with this*
 - *Possibly start selling right after Labor Day??*
 - *Next PTA meeting is September 16, 2016 – if a chair person can be found, then be ready to sell the following Monday.*
 - ***We definitely want to send home on a Monday and only have the cards out for a week to consolidate stress/finances on teachers, faculty, and PTA volunteers.*
 - Chocolate Bars Presented by President:
 - Taken to vote by PTA Members
 - *Proposed to sell Chocolate Bars as a fundraiser by Heather Turner, 9/1 vote in favor of selling chocolate bars.*
 - *It was noted to discuss the Student Council Fundraiser with Mrs. Lowder so as to not sell chocolates at the exact same time if they do See's chocolates again this year at Valentine's.*
 - *Dates for selling will be discussed at our next meeting September 16th*
 - *Another fundraising idea is "Penny Wars" brought up by Crystal P. This item will be tabled to discuss at our next meeting, September 16th*
 - *This is fun for the kids and we can challenge another school to it.*
 - *Mrs. Eggleston brought up the fact that Hungry Howies donates 5 pizzas to the school each year, so that could be incentive for each grade.*
 - *PTA would definitely like to use the pizzas for an activity this year.*
 - What are we fundraising for?
 - One idea is a Marquee outside the school
 - Does this benefit the children?
 - Do we want to set aside funds for the next few years to help purchase this for the school?
 - Other Ideas? *To be discussed at our next meeting*
 - T-shirt Design Contest
 - We'll be ordering new shirts/sizes with the new design submitted by a student
 - Are sport shirts/hoodies something we want to offer again?
 - *Yes, we do want to do sports shirts, not a clear decision was made on hoodies this meeting, we will re-discuss.*
 - *Possibility of pre-orders so that we know how many for this year, and how many extra for next year.*
 - *Discussed doing a new design every 2 years.*
 - PTA Money allocated to each grade Level
 - \$500 to each grade
 - Taken to Vote by PTA Members

- *Proposed to give \$500 to each grade level to spend within an approved list. The actual funds will be set aside in our PTA budget and receipts or approval will be submitted before funds are allocated to each grade level/activity. Unanimous approval to give \$500 to each grade level.*
- Popcorn Machine
 - Should our PTA purchase a popcorn machine to stay at the school and be used for different events throughout the year?
 - In the past we have borrowed or rented a machine, sometimes even being loaned a machine for certain events.
 - ~~Taken to vote by PTA Members~~ *Tabled until our next meeting*
- Upcoming Events:
 - September 13th Vision Check
 - 3 volunteers 9-11am
 - Kennyn Roybal
 - Tasha Hadley
 - Crystal Schmutz
 - 3 volunteers 1-3pm
 - Kennyn Roybal
 - Trista O'Connor
 - Amberly Keeler
 - September 15th Picture Day **Each get 1 free picture pack*
 - 2 volunteers 8:30-12
 - Kennyn Roybal
 - Tasha Hadley
 - 2 volunteers 12:30-3
 - Bari Whalen
 - Priscilla Jensen
- Open Forum
 - Questions/Comments/Concerns?

Meeting Adjourned

Next Meeting: Friday, September 16, 2016 9:00a.m. in the gym

**Coral Canyon Elementary PTA
Proposed Budget
2016-2017 School Year**

Balance Carried Forward from 2015-2016 **\$9,445.88**

Anticipated Income

Starving Student	\$2,000
Box Tops	\$2,000
Chocolate Bars	\$4,000
Walk-a-Thon	\$3,000
Total:	<u>\$11,000</u>

Wash Items:

Dr. Seuss	\$0.00
PTA Dues (local portion only)	\$10.00
Year Book	\$0.00
Total	<u>\$60.00</u>

Total combined Income **\$20,515.88**

Expenditures:

Grade Level Money	\$3,000
Individual Development Commission	\$300
Health Commission	\$800
Community Involvement Commission	\$3,000
Education Commission	\$1,300
New School Shirts	\$1,500
Office Expenses	\$500
Audit Thank You	\$50
Total:	<u>\$10,450</u>

Balance to be Carried Forward to 2017-2018 **\$10,065.88**

September

- 13 - Vision Checks 9-11, 3 volunteers, Kennyn Roybal, Tasha Hadley, Crystal Schmutz
1-3, 3 volunteers, Kennyn Roybal, Trista O'Connor, Amberly Keeler
- 15 - Picture Day 8:30-12, 2 volunteers, Kennyn Roybal, Tasha Hadley
12:30-3ish, 2 volunteers, Bari Whalen and Priscilla Jensen
each get 1 free picture pack
- 22 - School Parent Night, no volunteers needed as of now

October

- 2 - National Custodial Workers Day Reflections needs to be this month!
- 16-22 - Utah School Principal Week
- 24-28 Red Ribbon Week

November

- 4 - Reflections Due to Region
- 16 - SEP lunch for teachers, 1-3:30

January

- 24 - Parents and Pastries, 8-9

February

- 2 - School Parent Night, no volunteers needed as of now
- 6-10 National School Counseling Week
- 15 - SEP lunch for teachers, 1-3:30
- 27-March 2 Dr. Seuss Week, end on Thursday, nothing on Friday

March

- 3 - Maturation Program, 12:15
Girls in the Library
Boys in Keeler's room
No sugar! Fruits and/or Veggies

April

- 4 - School Librarian Day
- 5 - Paraprofessional Appreciation Day
- 23-29 National Volunteer Appreciation Week
- 26 - Administrative Professionals Day
- 27 - Coral Canyons Got Talent, 4:00 (3rd parent night)

May

- 1 - School Bus Driver Appreciation Day 18 - Multiply Party, 3rd, 2:00, 4th, 2:45
- 5 - School Hero Day (lunch ladies) 14-20 - National Police Day
- 10 - National School Nurse Day 23 - 5th Grade Breakfast, 9:00
- 7-13 - National Teacher Appreciation Week
- Spirit Friday every week Yearbook is ongoing the whole year!

Birthday Table one a month, Jewel will bake Chocolate Chip Cookies, we provide pencils.

Box Tops are collected all year and have 2 collection dates during the year. Jamie Campbell is Chairman. There will be a party for the class that collects the most for the collection dates.

Newsletter

Emily Phillips

Spirit Friday

Heather Turner

Birthday Table

Crystal Picklesimer

Danielle Jones

Yearbook - ALL YEAR

Ongoing Events

Volunteer Rep

Amberly Keeler

PBIS Rep

Ben Watkins

Box Tops/Soup Labels

Jamie Campbell - Chairman

Melissa Nielsen

Nikki Blasdell

Staff Appreciation

Danielle Jones

Kennyn Roybal

Lindy Cox

Heather Turner

Fundraising

Heather Turner

Starving Student/Dixie Direct

Chocolate Bars

Monthly Events

September

Vision Checks Tasha Hadley

Kennyn Roybal Crystal Schmutz

Trista O'Connor Amberly Keeler

Picture Day Fall/Spring

Priscilla Jensen Kennyn Roybal

Bari Whalen Tasha Hadley

October

Red Ribbon Week

Tammy Himelright

Danielle Jones

Jamie Campbell

Leslie Munson

Reflections

November

SEP Lunch/Dinner

Kennyn Roybal

Heather Turner

January

Parents & Pastries

Crystal Schmutz

Danielle Jones

Bari Whalen

February

SEP Lunch/Dinner

Kennyn Roybal

March

Dr. Seuss Week

Danielle Jones

Cynthia Garner

Maturation Program

Natalie Bennion

Mindy Kuykendall

Jami Jeppesen

April

Coral Canyons Got Talent

Carla DeMille

Danielle Jones

May

5th Grade Breakfast

Mindy Kuykendall

Natalie Bennion

Jami Jeppesen