

Douglas T. Orchard Elementary PTA Board Meeting Minutes  
Wednesday, October 10, 2018, 3:15 PM  
Douglas T. Orchard Elementary School Conference Room

Members Present: Amanda Clawson, Zelmarie Madsen, Kat Paulson, Lisel Zito, MaryJane Stringham, Sandy Barber, Kathy Hall, Vicki Platt, Leona Chandler

Members Excused: Amanda Young, Traci Farley

Pledge: Amanda Clawson

Reverence:

The agenda was reviewed and adopted.

The minutes of the September board meeting were accepted.

Principal's Report: Given by Leona Chandler

- Grateful for SEP dinners and everything the PTA is doing.

Treasurer's Report: Given by Lisel Zito

- Balance in checking account, as of October 10, 2018, is \$6,695.82
- Income for PTA memberships is \$10.25
- Recent transactions: Chick-Fil-A Spirit Night \$253.21 income, Waffle Love \$159.90

Emergency Preparedness Committee

- Request PTA to coordinate obtaining:
  - Zip lock bag with letter, photo, something from parents for each child.
  - Water bottles for entire class. Use at the end of the year for field day.
  - Bag of hard candy
- We may not be able to get the personal supplies from the parents.
- Vicki: Enrollment changes so much it would be hard to stay on top of personal photos and such from parents.
- Amanda C. suggested using Busy Bags. They are a good idea for keeping minds and hands busy. They could include a toy, coloring book, colored pencils, pads of paper, hard candies, 5 little things. This has been very successful with other community efforts like with the police. Maybe Boy Scouts can help organize donations through Eagle projects. We can pass the idea around.
- Suggestion for the teachers: Have some kind of game/activity in the bucket/backpack for the kids.
- Amanda C. reported that Amanda Y. has been in contact with the foundation. We don't know what she has worked out. We are going to be the second school that will receive supplies.
- Teachers need to look in the buckets and do an inventory. *(Has this already been done?)*

- Backpacks are the preferred option over buckets.
- Amanda C. is creating a list of CERT certified people in the area so the school can be aware. She will send out a message requesting the identity of local community CERT members.
- Sandy Barber:
  - We don't want the children afraid of the people coming in to help. Suggestion: Perhaps an assembly to introduce CERT members dressed in their gear and explain what they are there to do in an emergency.
  - We need to know where we are with everything. Including who will be involved with getting backpacks and supplies put together. We need a goal or date for completing this.
- Amanda Y. had several things she was asking for, can we get a list of her requests. We will know more when Amanda can report.
- Emergency Committee is invited to come to the next meeting to discuss all of their questions.
- Emergency box is for evacuations only.
- Police will contact PTA presidents for formal training.
- We are waiting to see what the foundation can do before ordering additional supplies.

#### President's Report: Given by Amanda C.

PTA member drawings:

- August winner: Courtney Shepherd
- September winner:
- Next drawing: October 25

Previous business:

- SEPs went well
- Reflections
  - Kick off assembly feedback: "It was the best we have ever had. Really well done and the kids had fun with it."
  - There was an issue with another school. Entries with faux weapons will be disqualified at our school.

#### Upcoming Business

- Reflections: Due Tuesday, October 23. Kids can review displays on Wednesday. We will use the library Tuesday – Thursday. Thursday morning kids can pick up projects. Whittier Elementary will come Wednesday to judge. Teachers can sign up for PTA to come around and pick up entries on the 23rd. We will take pictures of all the kids with their projects so we can use them in our video next year.
  - November 28 will be the awards assembly.
- Red Ribbon Week: Kick off assembly Oct 17
  - Sam Matagi can't come this time, but he would love to come in the future.
  - MaryJane Stringham: Chris suggested Sam or Alec. He'd try to get phone numbers, but we haven't heard from him.

- Amanda Y. was trying to get Police and Fire. We don't know the status.
- Lisel can provide the rap for the assembly for the teachers.
- PTA will provide a schedule to the teachers so they know what's coming. Crazy hair, sports day, backwards clothes day, crazy socks, hat day, pajama day are some of the suggestions.
- Halloween Parade: October 31, 8:30 AM
  - We will go in reverse grade order because 5<sup>th</sup> and 6<sup>th</sup> have a field trip at the University of Utah at 9:00 AM.
  - PTA needs to help keep doors open.
  - We have free ice cream certificates for each student from Arctic Circle.
- Next Spirit Night
  - 5 Guys contacted us to do one.
  - Suggestions: Panda, Dell Taco, Pot Bellies

New Business:

- T-Shirts: Orders will all be online. Orders due by November 5. We are checking on the zipper option. They are gray with red, white, and blue print. There is a flyer with an image/picture that we can display.
  - Vicki: Can we have an option for those who don't have access online. We need to have a form available or another option. *Lisel will check on it.*

Calendar of events:

October 17: Red Ribbon Kick-off Assembly  
 October 22-25: Red Ribbon Week  
 October 23: Reflections due date  
 October 31: Halloween Parade, 8:30 AM

Next meeting agenda items:

- Amanda Young: catalog, online fundraiser

Meeting adjourned at 4:00

Next meeting will be: Wednesday, November 13 (*usually 3<sup>rd</sup> Wednesday*)

Minutes accepted: November 13, 2018 (date) \_\_\_\_\_ Secretary \_\_\_\_\_ (signature)

Sign the minutes with title, when they have been copied and put in the permanent binder.

\_\_\_\_\_  
 (name)

\_\_\_\_\_  
 (title)