

Douglas T. Orchard Elementary PTA Board Meeting Minutes
Wednesday, December 19, 2018, 3:15 PM
Douglas T. Orchard Elementary School Conference Room

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

Members Excused:

Pledge: Amanda Young

Reverence: Vicki Platt

The agenda was reviewed and adopted.

The minutes of the November board meeting were accepted.

Principal's Report: Given by Leona Chandler

- Winter Family Night went very well! We had a good Santa.

Treasurer's Report: Given by Lisel Zito

- Balance in checking account, as of 11/15/2018, is \$6505.37
- Recent transactions: Reflections (-\$281), Red Ribbon (-\$310), Literacy (-\$235), Passive Fundraiser (+\$262), Winter Family Night (-\$235, +\$643)

President's Report:

- Presidents report
 - Previous Business
 - Collin Kartchner Assembly went very well! The students loved it! We'd like to do it again next year and maybe make it a community night.
 - Winter Family Night went well. Thank you for all of the help. Kat's mom was amazing!
 - Kat suggested maybe having a movie or something going in another room next time. Traci: maybe the Grinch show. Leona approves.
 - Amanda Y: Maybe next year every grade can decorate a tree. Kat: Teachers will need notice, a couple of weeks in advance. Leona: We can have one big tree that the kids can make ornaments and come to the tree to decorate it.
 - Leona: Santa's bag is $\frac{3}{4}$ full of candy canes. Teachers can give them out or we can save them. Amanda Y will take them home and save them for next year.

- Spirit night: Noodles and Company. We didn't have very many people come out. Maybe it was because of it being the night after the winter party. We will use them again.
- Upcoming Business
 - Next Spirit Night: Black Bear Diner, January 15, 4-8pm (We will receive 10%)
 - Maturation Program, January 24 1:15 p.m.
 - Contact foundation to give us hygiene kits
 - Vicki will get a number to Amanda Y of how many we need.
 - We need to provide refreshments. We usually have a big tray of cookies.

Fundraiser: Fun Run, May 2

- Look for sponsors? Leona might know someone. Vicki suggested Fallentine's plumbing business.
- How to advertise?
- Prizes: School wide incentives. We could have some individual or class awards.
- We are going to use the same online donation platform as West Valley's Read-a-thon. Lisel will ask Mandi Cossa about using some of their people who dressed up in fun costumes.

(Reference to previous minutes:)

- Have short laps, vs. whole field, to accommodate smaller kids.
- Kids could go through another pathway and one way could have bubbles or sprinklers etc.
- Shirts can have boxes that teachers can check off when they go through. We are trying to get money donated for shirts.
- People who did medals also do a metal shoe if we want to do that type of prize.

Birthday party: April 24, 5:30-7:30 (Minutes include references to previous minutes.)

- Possible Schedule: 6:00 SheDaisy; Opening of the capsule at 6:30-7; Silent auction at 7.
- Specific people to invite:
 - Vicki has a contact with SheDaisy group. She will contact them to see if they could come. We would need to figure out a sound system for outdoors.
 - Vicki has contact info for some of the family of Douglas Orchard.
 - Donovan Mitchell donated a signed picture for another event and is very involved in supporting the community. Amanda Y: We did contact them, they are 6-8 weeks out.
 - Some alumni want to be involved in opening the time capsule.
- Time capsule:
 - Walt will come open it because he is the one that closed it.
 - We could fill the new time capsule on Friday, during an assembly.
 - At next faculty meeting discuss what will go in the new time capsule.
 - Ideas: List of current trends, costs, etc. Survey for whole school and take results and put inside. "School Will Be Rebuilt" banner
- Bounce houses:
 - We will look into how much it is to rent blow ups.
 - We need to check insurance.

- Food:
 - Food trucks (There is a cotton candy food truck.)
 - Also, we could sell hotdogs and drinks.
- Publicity:
 - We will involve the News. We need to put it in the West Valley and Magna papers.
- BUDGET: Lisel will check and let us know. (It would come from carnival budget.)
- Suggestion to have a 70s theme. 70s music going in background.
- Amanda Y will price party hats.
- Suggestion DIY photo booth.
- Decorations: Use Kindergarten wall strips. Hang sheets???
- Silent auction: Do we have anything to donate?

Emergency Preparedness Committee:

(Minutes come from today's meeting as well as reference last PTA meeting.)

- Emergency buckets: PTA will look at the budget possibility for paracord. Amanda Clawson looked at purchasing options. The best option will be the dollar store. We need 30. We need some type of scissors as well.
- Can we get some more *emergency blankets.
- Amanda Young cut vinyl room numbers and will see if we can get more backpacks.
- Sandi says she's willing to reach out to Emergency Essentials and Smith & Edwards.
- Snack packs are arriving as available from the foundation for the emergency kits. They will be rotated out at field day.
- Teachers have an inventory paper for each bucket that they need to complete and send to Vicki, but every inventory list is going to come back with the same results: Buckets need to be cleaned up. Batteries are corroded. Candy is melted.
- Kat: We need a list of what needs to be in the bucket vs. what we already have in the bucket. Sandi and Kathy will find the old list or come up with a list. They will bring a list to the next PTA meeting. (The toilet buckets already have a list and all of the supplies needed.)
- Sandi: Emergency Essentials has given discounts in the past. She will contact Emergency Essentials tomorrow as well as Harbor Freight. (They may have scissors.)
- *PTA may not have the budget for more supplies for emergency buckets until next year.

New Business:

- Amanda will come clean up the stage on Friday.
- Shirts are here. They are sorted by teacher.

Calendar of events:

- January 15: Spirit Night, Black Bear Diner
- January 24: Maturation program
- March: Dr. Seuss
- April 24: Birthday Party
- May 2: Fun Run

- May 16: Career day

Meeting adjourned at: 4:15

Next meeting will be: Wednesday, January 16, 2019 (*usually 3rd Wednesday*)

Minutes accepted: January 16, 2019 (date) _____ Secretary _____ (signature)

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

(name)

(title)