

Douglas T. Orchard Elementary PTA Board Meeting Minutes
Wednesday, January 16, 2019, 3:15 PM
Douglas T. Orchard Elementary School Conference Room

Members Present: Leona Chandler, Amanda Clawson, Traci Farley, Zelmarie Madsen, Kat Paulson, Amanda Young, Lisel Zito

Members Excused: Vicki Platt

Pledge: Amanda Young

Reverence: Zelmarie Madsen

The agenda was reviewed and adopted.

The minutes of the December board meeting were accepted.

Principal's Report: Given by Leona Chandler

- Nothing at this time.

Treasurer's Report: Given by Lisel Zito

- Balance in checking account is \$6,505.37
- Recent transactions: None

President's Report:

- Presidents report
 - Previous Business
 - Spirit Night: Black Bear Diner. They will let us know how we did by the end of the week. There were some challenges with the service at the restaurant. Amanda Young will contact them.
 - No other Spirit Nights scheduled so far.
 - Upcoming Business
 - Maturation Program, January 24, 1:15 p.m.
 - Contacted foundation to give us hygiene kits. They will either send them or Amanda Young will pick them up.
 - Amanda Clawson will pick up the cookies for refreshments.
 - We need a projector screen. Amanda Young will email Vicki with other needed items for the presentation.
 - Traci has a flyer/permission slip she will give to Vicki to proofread, make changes, and send it out.
 - We will have roughly 155 students and 30-40 parents.
 - SEP's: February 12-13
 - We will do dinner on both nights.
 - Food trucks have not responded to our inquiries.

- We will provide Café Rio style salads one night and cater the other night.
- Birthday Party: April 24, 5:30-7:30
 - Silent auction
 - Budget \$300. We need to look at insurance. We will price Bounce Houses.
 - To discuss at the February faculty meeting: What do teachers want to put in the time capsule?
 - Kat suggestion: “I Am” poem from each student
 - Kat suggestion: Have an assembly to mention the Birthday Party.
 - Amanda C: We will create a FaceBook event.
 - Flyer ready by literacy night.
- Fun Run Fundraiser: May 2
 - Looking for sponsors. IHC wants a one-on-one conversation before sponsoring. Amanda Y has made an appointment.
 - Lisel will find how much our t-shirt guy will charge for 500 shirts. We need to know how much it will cost per shirt. Then we can figure out how much for sponsorship.
 - We may need to do prizes to encourage fundraising. We still like school wide rewards that don’t cost much but are fun. Suggestions: movie day, PJ day, pie in principals face, kids lunch with principal. (Chick-fil-a will contribute with a call from Principal.) Leona: We can do a PJ/movie day in May. We need to decide what our goal & incentives are for different stages of reaching the goal. Shoot high: like \$10,000. We can have a list ready at the next PTA meeting of award levels.
 - How to advertise?
 - Leona: District can make a banner for roughly \$10. Leona will call the District. We need to let her know what we want on it.
 - There is a business that will help advertise for the Fun Run online for sponsors.
 - Lisel will contact Pleasant Green, and Amanda Young will contact Mandi Cossa, West Valley Elementary, for more information on how to use the online platform for pledges. People can pledge online, check, cash.
- March 4: Dr. Seuss/Literacy Night, 6-7:30:
 - KUED will do pizza and books.
 - Teachers have run this in the past. PTA can be involved helping teachers with the activities. Each grade has a little performance.
 - Teachers will be notified at February faculty meeting.
 - We have Road To Success coupons for Fat Cats.
- Traci added PTA to the school’s web page.

Calendar of events:

- January 24: Maturation program
- February 12-13: SEP's
- March 4: Dr. Seuss/Literacy Night
- April 24: Birthday Party
- May 2: Fun Run
- May 16: Career day
- May 16 & 17: PTA Convention

Meeting adjourned at: 3:55 PM

Next meeting will be: Wednesday, February 20, 2019 (*usually 3rd Wednesday*)

Minutes accepted: February 20, 2019 (date) _____ Secretary _____ (signature)

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

(name)

(title)