

Gearld Wright Elementary School



General Board Meeting

April 7, 2021

Zoom Meeting Please contact a Board Member for the ID and Passcode to participate

Agenda

9:15 am	Call Meeting to Order	Hillari Langford
9:16 am	Approval of Minutes by Consent	Marie Cornett
9:18 am	Treasurer Report	Amanda Rich
9:20 am	PTA Board Member Hours	Hillari Langford
9:21 am	Region PTA Training Meeting April 9th	Hillari Langford
9:22 am	Teacher Appreciation (May 3-7)	Hillari Langford
9:40 am	Fundraiser ice creams	Hillari Langford
9:45 am	Maturation	Hillari Langford
9:50 am	Monthly Morale: April (Popcorn)	Hillari Langford
9:55 am	Field Day	Hillari Langford
10:05 am	Calendar Items	Hillari Langford
10:10 am	Principal Message	Hillari Langford
10:15 am	Review Action Items	Principal Reathers
10:30 am	Adjourn	Hillari Langford

Gearld Wright Elementary School General Board 2020-2021

Title	Name	Cell Phone	Email
President	Hillari Langford	801-910-1241	He13langford@gmail.com
President Elect	OPEN		
Treasurer	Amanda Rich	801-712-0775	aderieux@yahoo.com
Secretary	Marie Cornett	801-712-5035	Mariecornett11@yahoo.com
Membership	Cheryl Mecham	801-635-4321	Brian2cheryl@yahoo.com
Leadership	Alissa Thomsen	801-971-2235	dustinthomsen@yahoo.com
Special Needs Liaison	Jen Tingey	801-913-9030	JJ2plus3@gmail.com
Legislative/PR	Ashley Tucker	801-898-8944	ashmaytucker@gmail.com



**General Board Meeting Minutes
March 3, 2021 Zoom Meeting**

9:15 am	Hillari Called the Meeting to Order Attendance: Hillari, Ashley, Alissa, Cheryl, Jen, Leah Wright and Marie (Amanda joined a few minutes late, Leah left after 15 minutes then returned 30 minutes later and stayed for 15 minutes)	Hillari Langford
9:16 am	Hillari proposed approval of Minutes, this was seconded by Ashley and passed by Consent of those in attendance	Marie Cornett
9:17 am	PTA Board Member Hours – please post in Group Me Hillari- ?, Amanda-2, Alissa-?, Marie-5, Ashley-4, Cheryl-4, Jen-1	Hillari Langford
9:18 am	Teacher Appreciation (May 3-7) Hillari will draft a letter to send to businesses. She will make a list of businesses. Then she will divide up the list and ask the PTA board members to deliver these letters to the businesses General Managers next week. She asked if the board had any personal connections to businesses that might donate please send them to Hillari on Group Me so that she can include them. Ashley has already purchased the shape die cuts that will be gifted during the week of Teacher Appreciation. Hillari asked Leah what type of gift would be preferred. In the past the PTA sends a survey to all the teachers and only receive a few responses. Leah agreed with the board that gift cards are wonderful and greatly appreciated. School supplies are always needed but not as much in May as they are needed at the beginning of the year. Leah also thanks the PTA Board for all the monthly snacks and SEP treats. Leah also indicated Dry Erase markers are always needed. Then Leah stated that the Art Teacher is need of extra supplies maybe money. Hillari commented that she had received an email from Ms. Jameson and it included links for the supplies requested. Hillari will follow up with Ms. Jameson (this money was approved and discussed later in the meeting.) Camping Theme was agreed upon. Hillari would like to provide a daily gift and snack. She suggested that there are several ideas on Pinterest that we can use. Hillari will buy some cute and cheap camping decorations and then with Ashley's help pull this together to put up decorations on the Friday before Teacher Appreciation. Hillari will send Jamie an email to request surveyed responses from the teachers. We will need to get to Jamie by April 20 th the information that we want added to the Paw Print for two weeks regarding Student Appreciation. Student Appreciation will be coordinated by Marie. - The PTA will encourage sidewalk chalk messages around the flagpole to be written Friday, April 30 th to Sunday, May 2 nd . - The PTA will request "Fireside Stories" be submitted digitally for messages of appreciation for the Gearld Wright teachers.	Hillari Langford

	<p>- The PTA will meet with the kids during lunch recess the week before (April 26th- 29th) to have the students write a message of appreciation on a "marshmallow" to be placed on a paper campfire decoration for the teachers inside the school. Ashley will make the display. Cheryl will provide Ashley with the butcher paper need to make the display (6 ft of black, 3 ft of brown, yellow, red, and orange). Hillari stated she is willing to sit at lunch recess to obtain the student messages.</p> <p>Cheryl has obtained an updated list of books from Ms. Haslam. Cheryl will order at the end of April the books that will be donated for Teacher Appreciation.</p> <p>Next month we will need to plan in detail the daily gifts and the letter asking for donations.</p>																																														
9:58 am	<p>Treasurer Report –</p> <div> <div>Monthly Treasurer's Report</div> <div>February 2021</div> <div>Gearld Wright Elementary PTA</div> <table> <tr> <td>BALANCE on hand as of</td><td>2/1/2021</td><td>12,392.24</td></tr> <tr> <td colspan="3">INCOME (by category):</td></tr> <tr> <td>Donations</td><td>16.78</td><td></td></tr> <tr> <td>TOTAL INCOME</td><td></td><td>\$ 16.78</td></tr> <tr> <td>SUBTOTAL</td><td></td><td>\$ 12,409.02</td></tr> <tr> <td colspan="3">EXPENDITURES (by category):</td></tr> <tr> <td>TOTAL EXPENDITURES</td><td></td><td>\$ -</td></tr> <tr> <td>BALANCE on hand as of</td><td>2/28/2021</td><td>\$ 12,409.02</td></tr> <tr> <td>BALANCE TO CARRY FORWARD</td><td></td><td>\$ 12,409.02</td></tr> <tr> <td colspan="3">Disbursement of monies collected but not belonging to unit:</td></tr> <tr> <td>National PTA</td><td>@ \$ 2.25</td><td>\$ -</td></tr> <tr> <td>Utah PTA</td><td>@ \$ 1.75</td><td>\$ -</td></tr> <tr> <td>Council PTA</td><td>@ \$ 0.75</td><td>\$ -</td></tr> <tr> <td>Amount to be sent to PTA</td><td></td><td>\$ 4.75</td></tr> <tr> <td></td><td></td><td>12,413.77</td></tr> </table> <p>Hillari asked where the library book donations were coming from in the budget. Amanda responded that these are being applied to the school grant. The only difference in February was the Amazon Smiles donation. There are several PTA Board members with receipts that need to be submitted for check requests. Hillari requested that the receipts be turned in to her today or tomorrow so that she can sign them and turn them to Amanda to cut checks. Marie had emailed her check request to Hillari and Amanda. She also commented that there are about 30 left over nacho cheese sauces. The PTA board suggested that these be placed in the teacher breakroom.</p> </div>	BALANCE on hand as of	2/1/2021	12,392.24	INCOME (by category):			Donations	16.78		TOTAL INCOME		\$ 16.78	SUBTOTAL		\$ 12,409.02	EXPENDITURES (by category):			TOTAL EXPENDITURES		\$ -	BALANCE on hand as of	2/28/2021	\$ 12,409.02	BALANCE TO CARRY FORWARD		\$ 12,409.02	Disbursement of monies collected but not belonging to unit:			National PTA	@ \$ 2.25	\$ -	Utah PTA	@ \$ 1.75	\$ -	Council PTA	@ \$ 0.75	\$ -	Amount to be sent to PTA		\$ 4.75			12,413.77	Amanda Rich
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10:00 am	<p>Fundraiser – Cheryl created a letter to parents similar to last year's letter it was posted to the Group Me thread and she requested that all the board review it before she prints it. Ashley advised of a missing parenthesis. Hillari asked that the beginning be worded "Our PTA has been very creative this year in their support to Gearld Wright Elementary.... Cheryl will get these printed on Friday so that they can be handed out Monday. Cheryl will ask Jamie to place this letter in the Paw Print. Ashley will put this on the Face Book Page. Cheryl will need to buy paper for the flyers. The board agreed to host an Ice Cream Dance Party for those students that a donation was sent</p>	Hillari Langford																																													

	on their behalf. Hillari will get with Principal Reathers to determine a date for that party. Jen commented that the Wildcat attended last year's ice cream treat party and could attend this year. We will have to host one grade at a time for this party in 10-minute increments. More details will be planned once a date can be obtained.	
10:05 am	Teacher Art Supplies Hillari received an email with what exactly needed. There were three main requests. Amanda advised that these supplies could be applied to the Art Program category of the budget which is \$1000. Hillari will get with Ms. Jameson and give her a guide on the budget available for supplies. Hillari will have Ms. Jameson provide a final amount so that the board can approve this expense on the Group Me.	Hillari Langford
10:07	Office Invoice for Paper Cheryl asked if the PTA had received an invoice from the office for the paper that has been used. Amanda and Hillari confirmed no invoice have been received. Cheryl will check with the front office again.	Cheryl Mecham
10:00 am	Maturation Kristy Reathers sent Hillari the information regarding approved programs from the Granite School District. A video link is what we will share, we will need to provide this information to parents and this could be shared in the Paw Print and on The Facebook PTA page. We will revisit sending out this link in April and whether to host this presentation in person or by sharing a link.	Hillari Langford
10:05 am	Monthly Morale Booster – March – Alissa volunteered to purchase \$0.50 pies from Walmart for pie day on 3.14. However, pie day is Sunday so she will deliver the pies on Friday, March 12 th . Ashley will create a sign for this treat. April – Marie suggested microwave popcorn, Hillari stated that Costco has microwave popcorn on sale. She will pick up 2 boxes of 44 bags. The popcorn will be delivered on April 15 th . Ashley will create a sign for this treat as well May - Teacher Appreciation week – that will be the morale boosters	Hillari Langford
10:10 am	Clean/Organize the PTA room Cheryl shared that there has been a recent fire marshal audit. In the audit the school was advised that the PTA room needs to be clean and organized to be deemed safe and following the recommended guidelines. It was suggested that those board members that are available to help on Thursday, March 18 th at noon this would be the best time to work on cleaning out the room. Hillari stated she would be available, Ashley, Jen, and Cheryl will be available and Alissa if she can bring her preschooler.	Cheryl Mecham
10:05 am	Calendar Items - In Future we would like to hold a PTA teacher participation drawing. - In June evaluate the Kindergarten Sensory path and determine if touch ups needed. Tentatively plan to do a Sensory Path in 1 st grade playground in July/August.	Hillari Langford
10:10 am	Principal Message No Message from Reathers. Cheryl did share the message to have the PTA room cleaned.	Principal Reathers
10:15 am	Review Action Items - Marquee Hillari asked other PTA presidents and determined that their Digital Marquees were from a grant. She will continue to look into what type of grant and get more information. - Front Office Display Case Cheryl advised she created a Dr. Seuss display with a quote. However, the front office advised to hold off as they may put up memoriam for Grandpa Joe. Hillari did text Grandpa Joe's son for a picture to put in the display case. She will follow up with him again.	Hillari Langford

	<p>-SEP Dinners - Marie Cornett sent out reminder emails for the items signed up to be donated. Marie individually wrapped all the items and prepare the take-out containers for the nachos with help from Nicole Brimley. Marie will purchase the nacho cheese sauce on behalf of the PTA and will submit a check request. Hillari forgot to create 3 notes for prizes to be added to the Nacho take-out containers.</p> <p>-Fundraiser – Cheryl created a letter to parents similar to last year’s letter with updates of what we did this year to be sent in April and asked the board to make any final updates. She will purchase paper and get these flyers printed this week so that can be handed out by Monday. Ashley will place this information on the PTA Facebook Page and website. Hillari will ask Reathers about a day for an ice cream treat party.</p> <p>-Digital Safety Week- Ashley created a 4-day flyer that was sent home it included messages and activities. As Jen looked into the Goose Chase Scavenger Hunt and it was going to cost additional funds. Hillari purchased prizes for participation for the take home activity. Cheryl printed these flyers and passed them out to the teachers to send home with the students.</p> <p>-Monthly Morale – Alissa will purchase the pies for March and Hillari will purchase the microwave popcorn. Ashley will create signs.</p> <p>- Teacher Appreciation – Cheryl will purchase additional books from the updated list from Mrs. Haslam. Hillari will draft a letter to be shared with businesses and give these letters to the board members with a list of assigned businesses to reach out to their GM. Hillari will email Jamie regarding a survey to the teachers about gift cards to Walmart, Target, Amazon or Smiths. Hillari will purchase decoration and work with Ashley on these. Ashley will create a campfire display to place the student appreciation messages. Cheryl suggested that we could use label stickers as the marshmallow that the students write on. Hillari offered to sit at lunch recess to have the students write a message. Marie will coordinate the student appreciation with a paw print message requesting “camp fire stories” sharing tales of Gearld Wright teacher appreciation. Marie will coordinate the sidewalk chalk messages around the flagpole. Cheryl will bring Ashley butcher paper to create the campfire for the student appreciation messages.</p> <p>- Check Requests – if you need to submit receipts and check requests please get them to Hillari either on Wednesday, March 3rd or Thursday, March 4th and she will sign them and bring them to Amanda to be processed.</p> <p>- Display Case – Hillari will obtain information and a picture from Grandpa Joe’s son to be placed in the display case.</p> <p>- Teacher Art Supplies – Hillari will get with Ms. Jameson on the exact cost of the supplies and send this to the board through Group Me to approve. Then she or Ms. Jameson will purchase the needed supplies and be reimbursed.</p>	
10:25 am	<p>Adjourn</p> <p>Next month’s meeting, April 7th 9:15 can be attended by Zoom</p>	Hillari Langford