

Stenwood PTA
Board Meeting Minutes
Nov 12, 2019 at 6 pm

The following members were present: Deanna Heier, Nicole Churchill, Danielle Gibbens, Anjali Gupta, Reshma Kari, Erica Riley and Meredith Mitchell. (Absent: Lisa Mak)

Welcome

Deanna Heier called the meeting to order at 6:04 pm.

Adopt Meeting Agenda

Deanna Heier made a motion to adopt the November meeting agenda. Anjali Gupta seconded. The agenda was adopted.

Approve October 2019 Board Meeting Minutes

Deanna Heier made a motion to accept the minutes. Anjali Gupta seconded. The minutes passed.

Treasurer's Update

Treasurer Reshma Kari reported the expenses and revenue as of October 31, 2019:

	2019-2020 Budget	Actual 2019-2020
TOTAL RECEIPTS	\$46,150	\$34,899.62
TOTAL EXPENSES (DISBURSEMENTS)	\$46,150	\$16,426.36
NET INCOME / (LOSS)	-	\$18,473.26
CASH, END OF MONTH RECONCILLIATION		\$40,872.87

- First quarter Membership dues were paid to State/National and County PTA
- 990 form was submitted to the IRS
- Reshma asked the committee to make sure the activity coordinators are aware of their budgets and work within them.
- The PTA's tax exemption status is up for renewal. Reshma and Deanna are reviewing the materials.

Areas from the Expenses/Income that were highlighted:

- Help the Hive Fall Brochure: The glossy brochure cost \$2100 to print. The Board agreed that this seems an excessive amount to spend. For next year the Board is considering scaling back the brochure. One option to save money would be to create a single glossy page and directing people online for details.
- Ice Cream Social: The costs reflect DJ, ice cream, bowls, spoons and paper products. The committee went slightly over budget. Under the previous year's budget the DJ was accounted for under Help the Hive fundraiser expenses and some of the paper products were accounted for under lunch supplies. This year all event expenses are included in the event budget.
- Spirit Sales: PTA is almost breaking even on the sales. We will keep promoting the spirit bands, magnets and cups.

Principal's Report

Mrs. Riley has not received any new grant requests from the teachers. The Thanksgiving lunch is coming up next week and additional volunteers will be needed.

President's Report

Stinger Sweetheart Dance Proposal: The PTA would like to hold the Stinger Sweethearts dance as an opportunity for families to get together and enjoy time with their little Stingers out on the dance floor. Similar to a Father/Daughter or Mother/Son dance, but this is meant to be a more inclusive activity. Students can invite any special adult in their life. Activities (dance and other) will be planned that include adult-child pairs/groups to participate together. As a secondary goal, the PTA Board has been interested in creative ideas that would encourage fathers to be more involved in the PTA. We would like to have at least 1 father on the planning committee and will elicit input on encouraging male involvement. If there is enough interest, we would like to make this an annual event.

All students are invited to bring an adult family member as their guest (every child must come with an adult who stays the whole time). All teachers/staff are invited to bring a child or adult family member as their guest. Participants are invited to dress up, but it is not a formal (we need to check what shoe types can be worn in the gym).

When: A Saturday or Sunday afternoon in early/mid-February. Timing should be planned so that there is no expectation of food. Families can eat together before/after the event – PTA is looking at setting up a Dine Out that could go from both before and after the event time.

Costs: Estimate: \$1000 for DJ, Custodial staff overtime payment Decorations/Supplies. Proposing \$5 per person ticket charge. We need to request this expense be added to the budget at the General membership mtg

- Deanna Heier made a motion to add a Stinger Sweethearts Dance Program to build community at Stenwood. This includes a \$1000 line item in expenses to

fund the event. The PTA will raise \$1000 in ticket sales and sponsor a Dine Out to cover the event.

- Anjali Gupta seconds. All in favor. Passed

School Supply Kit Contract: The PTA would like to renew its contract with Sprout School Supply for the start of year school supply kits. The 2020/2021 proposed school year contract is the same as previous years. Deanna and Anjali reviewed the contract. If the PTA signs the contract by Friday the 15th, we will receive 5 free teacher kits. The contract gives Sprout exclusivity in providing back to school kits at Stenwood.

- Deanna Heier moved to sign the 2020-2021 school year contract with Sprout School Supplies. Danielle Gibbens seconds. All in favor. Passed.

Supply Kit Coordinator: Stenwood also needs a new supply kit coordinator. The previous parent is graduating out of Stenwood. This is a flexible position that is done primarily over email. In the spring, the coordinator works with Sprout and Stenwood teachers to finalize the grade level supply kits. For now, Anjali is being listed as Stenwood contact.

Committee Reports

Development: The Silver Diner Dine Out is on December 5th. Square 1 Art orders are due Friday (Nov 15th). Box Tops were mailed by Nov 1st.

Social: Deanna provided an update from Lisa Mak on the January 9 Family Science Night. The commitment of a minimum of 20 volunteers is needed by early December in order to secure the event. Mrs. Riley noted that last year the Children's Science Center had specific table requests for the event – round tables were required. Need to confirm what will be needed for this year.

Enrichment: VP/Enrichment Chair Anjali Gupta provided updates on the Afterschool program. The winter schedule is almost finalized and will be included in Wednesday Mail on Nov. 20. Some of the fall programs will continue and a number of new programs are being added. Registration opens Wed, Dec 4 at 6am and closes Dec. 16.

The PTA is putting together a Stenwood Stingers e-recipe book to further support healthy eating habits. Stenwood families are being asked to contribute their favorite healthy meals. The deadline for submission is Dec 4. In addition, families are asked to contribute fun pictures of their family's healthy eating that the PTA can use to give a weekly shout-out to participating families. Lisa is hoping that this will be a good resource for families contributing dishes to the monthly staff lunches,

Anjali discussed the possibility of a Campus Clean Up activity for the spring. The PTA would also like to continue to work with Second Story. We are still looking for a new Stenwood coordinator and the best way we can continue to help. Anjali said school wide assemblies have been finalized for December, March and April. Creative Bee is going

strong. Asking parents to check out the session calendar to make sure their child's class has volunteers.

Communications: Secretary/Chair Nicole Churchill reported we have 274 PTA members. By the end of last school year, we had 240 members – so we've seen a 15% increase. The AtoZ Connect Directory has been submitted for printing and hard copies will be available to distribute in December.

Meeting Adjournment

Deanna Heier adjourned the meeting at 6:55 pm.