

Shady Grove Elementary School



**Shady Grove Elementary PTA 2023-2024 Board Meeting
September 14, 2023**

Attendees:

Laila Marshall	Leslie Gupta
Kathryn Shewey	Dena Roberts
Ellen Guidry	Crystan Schneider
Erin Knappe	
Kelly Griffith	
Towanda Robinson	
Crissy Lynn	
Julie Hough	
Forrest Mitchell	
Elizabeth Smith	
Scott Quarforth	
Habibou Kane	
Tanya Buresh-Werby	
Sravya Dokuru	

Meeting Minutes

Call to Order

Kathryn Shewey

Correspondence

Kelly Griffith

Thank you notes read from the 1st grade team, Ms. Shala and Ms. Askins, Britta Quick, and Anne Carson for the Tailgate luncheon, as well as from Crissy Lynn for the teacher reimbursement.

Principal's Update

Mrs. Guidry

There is no school for students on Monday, 10/9. The Stuffed Pals event is 10/12. We are doing well so far, but haven't raised as much as last year. 10/14 is the PTA Grounds clean-up. 10/23 is the 2nd grade program. The Book Fair will be 10/24-10/26, with the Trunk or Treat on 10/26. 10/27 is the Hadal Unity Breakfast and Pep Rally. We had a great first pep rally, the best we've ever had.

However, we have to have them outside to have everyone together. We are having sound issues. We are in need of Bluetooth speakers, with microphones. Leslie: ask Hope Church. We announced

positive office referrals, and randomly selected 6 who got to receive a book from the vending machine. House meetings are on Fridays. We had over 80 students who applied for House council!

Treasurer's Report

Forrest Mitchell

With September comes a flurry of action. The budget was voted for and approved on September, 8th. Thus allowing us to reopen the books and get to work. In September we collected \$8,971 in memberships, \$2,475.30 in community support, \$970.92 in yearbook revenue, \$8,205 in spirit wear and \$3.62 in interest.

On the expense side we paid out \$50 for spirit wear (the electronic payments of \$8450.86 didn't post until October), \$164.81 for hospitality, \$247.16 for morning clubs, \$143 for open house (stickers), \$1,000 for the PE cart, \$137.66 for programs, \$1,040 for prior year grants, \$355.92 for operating expenses and \$2,390.94 to the teachers for supplies.

As of the end of September we had \$30,478.44 in the bank with \$1,422.03 in outstanding checks and \$10,397.11 in outstanding ACH payments (\$9,052.61 for spirit wear and \$1,344.50 for state dues). This leaves us with \$18,659.30 in available funds. There was an error with a payment to INKt and we will be receiving a refund of \$601.75, bringing our available funds up to \$19,261.05 when it posts.

There have been some questions regarding the use of PTA funds. The school receives 38%. 35% goes to student programs (e.g. clubs). 21% is used to run programs, such as Cardnival. 6% is for operating expenses. Ellen is welcome to attend the budget meeting in the summer. Ellen: All of the money we receive goes towards instruction, with the greatest amount being used for paper. We feel very supported. Crissy: We had to fund the book room on our own. The PTA held a silent auction to raise money. We have lost funds and man power, as we haven't had a silent auction for 10-12 years.

President's Report

Kathryn Shewey

Minutes:

Forrest motion.

Julie second.

No opposition.

New Business: We would like to welcome Tanya to the DEI role. Thank you to Vanessa for the connection. You will be a wonderful asset to the Board.

The Fundraising role is still open.

PTA Committee Reports:

Programs

Towanda Robinson

Fliers went home, and a sign-up was created. 21 families signed up. They will provide candy and

non-candy options. Houses have signed up. We'll be selling cookbooks. We will announce 3 winners, and award prizes. What is our prize allowance? Kathryn: We can do gift cards, ribbons, trophies, etc. Leslie: I have skeleton trophies you are welcome to have. Will send a picture.

Finance/Fundraising

Open

No report.

Volunteers

Dena Roberts

I can do a sign-up and send it on Tuesday for spray painting picture frames. Ellen: They need to be sanded, primed, and spray-painted black. In the past we have had a wall of 5th graders. We have a green screen with the house crest behind them. It will have their name, and adjectives to describe them. We can hang all year long.

Publicity/Technology

Jessie Hern

No report.

Membership

Erin Knape

We are done with the official drive. People can still join. We have surpassed our goal, so Ms. Guidry will be slimed. When? At the House rally 10/27. We can supply a poncho, goggles etc. It will be in the Sunday highlights. We currently have 16 Gold and 33 Cardinal donors. I have ordered envelopes and will distribute decals.

County Council/Lay Advisory

Jessie Hern

No update.

Cardnival

Chandra Jones/Kathryn Shewey

No new report at this time. We are just waiting for the T shirt design to come back for review and will move forward from there.

Cultural Arts & Science

Kate Pitera

We booked two shows of the Jungle Book for February 14th.

Diversity, Equity & Inclusion

Tanya Buresh-Werby

I will be meeting with Kathryn soon.

5th Grade Celebration

Crystan Schneider/Jessie Hern

Jessie and I have been emailing back and forth and will plan to meet soon. Ellen: The teachers are interested in talking. Possible gift ideas: sunshade? Will have to find out if we can attach to the building. We will keep brainstorming. Ellen: It would be great to have a fundraiser that the students are involved in (car wash, bake sale, etc).

Grounds

Habibatou Kane/Open

The Fall Clean-up is next Saturday. I have already placed a mulch order from Lowe's. Should we

provide a snack? Kathryn: can bring 2 cases of water. Leslie has Popsicles.

Hospitality

Chandra Jones/Melissa Danjczek

I sent Mrs. Guidry a list of proposed dates for the remainder of the year. This month we are planning a pizza dinner or lunch depending on the date chosen.

Reflections

Leslie Gupta/Julie Hough

We attended VA PTA Reflections training. We received a lot of information, and will send home another round of flyers. It will be advertised on the morning announcements the 3rd week of October. We need to figure out judges, we aren't sure who they have used in the past. Crissy: ask Beth Ehrensberger. Look for people who specialize in each area (dance teacher for dance, etc). Reception will be in early February. We will coordinate with the front office for dropping off entries. Ellen: we can give House points for participation.

Room Parent Coordinator

Vanessa Van Slyck

We're happy to report that every classroom has at least one new room parent.

We did receive feedback from a few room parents with concerns about the delay in getting email addresses from teachers. Apparently, teachers are asking for permission to receive emails from the PTA. There has been a huge stall in getting information to the classes and room parents want to know how to proceed. Ellen: teachers do not need to ask. I will give Vanessa list of those who said 'no'.

Spirit Wear

Susan Ramsey/Elizabeth Smith

We sold 508 items. The vendor has received payment for all. We are working on a Cardnival design, and they are not charging us for a design fee. There is no time frame as to when the order will be in. We can send an email with an update.

Teacher Representatives

Crissy Lynn

Mrs. Daniels, Ms. Williams and I are in a micro-level class for the House system. We have a needs assessment that will go out to families (7 questions about how we can improve). Will be a Google form. The House parents have been great. Ellen: At some point, we would like to have community sponsors for House breakfasts. We need items sent in for our unity breakfasts.

Welcome Committee

Leslie Gupta

We are holding a coffee tomorrow morning at 8am. 26 have RSVP'd. They are all new families. I will continue to touch base with Anne monthly.

Yearbook Design

Scott Quarforth/Pratyasha Purohit/Hyunmi Shin

We are narrowing down choices on covers. 5th graders have submitted cover idea options. We have picked 3 winners.

Yearbook Sales

No update.

Katie Dohrman

Thank you!