MINUTES

Shady Grove Elementary PTA Board Meeting

December 7, 2017

Fourth Meeting of 2017-2018 School Year

Present: Katherine King, Natalie Nelson, Iryna Dolynuk, Vicki Svoboda, Sarah Fox, Meghan Gemmill, Janet Sullivan, Maryanne Purcell, Margaret Preston, Joanne Rosel, Debbie Taylor, Crissy Lynn, Dr. Austin

Absent: Amy Jessup, Sejla Hoareau, Brigitte Sicat, Chrissy Price, Renee Kreiser, Smitha Murthy, Radha Joshi, Ann Vaughan, Leah Gillespie, Zak Young, Deb Vuturo, Stacy Elsbury, Michelle Madaras, Gwen Jahangiri, Cheryl Bloor, Kelley Barnett, Leslie Baker, Xiaoling Liao, Erin Reed, Lara Macdonald, April Kim, Jennifer Gopalakrishnan, Crystal Schneider, Susan Hagood, Deepa Nair, Marsha Schaffranek, Britta Quick

**Call to Order** (Time: 6:00 pm)– Katherine King

**Correspondence: Natalie Nelson:** Thank you from Mrs. Raines for the “family luncheon”.

**Principal’s Update: Dr. Stacy Austin**

The grant from HEF allowed us to purchase a 3-D printer which has arrived! The staff has named it “Mo”. Kids will be able to design some fun creations such as bookmarks, pencil holders, etc. Thank you to Cultural Arts of the the Chinese Acrobat presentation. Curriculum night is set for January 11 from 5 - 6:30 pm. Mike Traylor is going to speak at the beginning from the HEF. Mathnasium will be doing an activity in the gym and then each of the grades will be highlighting different topics. Kindergarten- art; 1st- animal museum; 2nd- Native American villages; 3rd- Social Studies and Science; 4th- Digital breakout; 5th- Kahoot with States and Capitals, Number Talk, fable. Mathnasium is also going to do a raffle at the end of the night.

**Treasurer’s Report: Iryna Dolynuk**

 $41,155 in the money market and checking account as of 11/30/2017

Checks written but not cashed $2,715

Upcoming Operating Income

                Box Tops ($858.70 was submitted on October 30)

                Spirit Nights ( Upcoming December 5th )

Upcoming Operating Expense

                Membership National PTA (estimated over $2,500)

                Other Operating expense (estimated over $14,500)

 **President’s Action Items/ Announcements-Katherine King**

Our Liability Insurance does not cover PTA to sponsor the chess club because it wouldn’t just be Shady Grove students.

Watchdog Dads is a program that is done a Kaechele and Nuckols Farm elementary schools. It is a program Dr. Austin would like to start at Shady Grove and please email him if you are interested in helping with this program.

**VP Programs: Amy Jessup/ Vicki Svoboda: No report**

**Membership: Brigitte Sicat/ Sejla Hoareau**

As of today, our current PTA membership enrollment is 579 (82% enrollment based on a denominator of 710).  This % enrollment has been updated on the PTA enrollment poster at the front of the school.

The National PTA database issues with uploading our PTA membership has been addressed. PTA memberships purchased by 10/1/17 have been uploaded to National PTA.  The remaining PTA memberships to-date will be uploaded tomorrow.

We will be recognizing the Cardinal Donors (n=124 as of today) next week by adding "leaves" to  the tree displayed at the front of the school with each leaf recognizing the name of a Cardinal Donor.  Thank you to Chrissy Price for "sharing" her tree.

Many thanks to Sejla who worked very hard to reconcile/collect a lot of missing information for the student directory, formatting it and getting it printed. She distributed 1/3 of the directories Tuesday, 1/3 today, and will distribute the remaining 1/3 tomorrow.

**VP Finance: Chrissy Price**

If you are collecting committee notes:

 • Cava Spirit Night brought in $211

 • 1 more Capital One

 • Ashland Skateland coming up 12/15 - flyers are in teachers' boxes

**Box Tops for Education: Sarah Fox**

Box tops check from end of of October came in at $582.60

**VP Volunteers:** **Renee Kreiser/Smitha Murthy: No report**

**VP Communications/ Publicity: Meghan Gemmill:**

Please send blast content by Dec. 9. Next blast will go out on Dec. 12.

**Lay Advisory/ Parlimentarian: Radha Joshi/ Ann Vaughn: No report**

**County Council/Legislative: Leah Gillespie: No report**

**After School Enrichment: Deb Vuturo/Stacy Elsbury**

Many of our current vendors are interested and able to do a 4 week program, and we have a couple of new prospective vendors as well, who are pulling costs for us now. With this in mind: We recommend a program that runs on Tuesdays, Feb 6-27, wit one make up date on March 6, in case we miss any weeks due to weather. We'll need to make clear to parents that by signing up for this round, they understand that there will be no make up policy or refunds beyond this one date, and that they agree to these terms.

Most vendors are coming in around $50 so far. A few are more expensive (or only offer once price-- which is the same as a 6 week class) and a few are less (45). I recommend that we offer the program at $50 to parents, assuming we have a bit of a cushion from our Spring round, in case we don't quite break even. I think we will, and I'll prioritize vendors at or below that $50 level to make sure, but the wild card is classes taught by SGES staff.

On that note: We need to decide on teacher compensation. Ms. Graves and Ms. Lynn are both interested, but I have not heard from anyone else. I recommend compensation for teachers at $325 with a $75 allowance for supplies for the 4 week program. This roughly follows allowances on a per class basis for our 6 week program. However, breaking even requires that 8 students take each teacher-led class, which is why I would like to be sure there is a bit of a "cushion" from the spring program, just in case we are a few short in a teacher-led class. Related, Ms. Lynn is able to teach 3 of the 4 weeks only. Her class is very popular and I am sure it would fill. I recommend that we offer Ms. Lynn an option of a 3 week class at 250 compensation or a 4 week class (coordinating with a partner as a sub for the one week she is not able to teach) for the full 325. In my opinion, it would be preferable to keep classes uniform so there is no parent confusion, but I'll look for direction from the group and Ms. Lynn on this.

Tonight: if we could get the Board and Dr. Austin's approval on

 • the dates and times of the program

 • parent cost of $50/class with 4 weeks and 1 make-up week

 • approval of proposed teacher compensation levels

 • perspective/recommendations on Ms. Lynn's class (including and most importantly Ms. Lynn's preference!)

Sarah fox offered to teach the week that Ms. Lynn is not available. The board approved all the above.

**Cultural Arts: Janet Sullivan/Gwen Jahangiri**

A new group Shakin’ up Shakespeare is coming up next. It is a 1 woman show and kids can ask questions at the end. Richmond Symphony performed today for the older grades and will perform again in the spring for the younger grades.

**Grounds/ Outdoor Classroom: Xiaoling Liao/Margaret Preston: No report**

**Hospitality: Leslie Bake/ Maryanne Purcell**

The November luncheon went smoothly and this month we will have a holiday cookie exchange with different types of milk as well!

**Reflection: Joanne Rosel/ Erin Reed**

We are wrapping up with the prizes for teacher incentives. In going over our budget, we went over about $100. Katherine says that should be fine if it is under $300.

**Room Parent Coordinator: Cheryl Bloor:** No report

**Scholarship Fundraiser: Michelle Madaras: No report**

**School Store: Lara MacDonald: No report**

**Spirit Wear: Kelley Barnett**

The second sale went well and we even offered a staff only fleece jacket and sold about 15!

**STEM Program: Jennifer Gopalakrishnan/ Crystal Schneider/ Susan Hagood: No report**

**Technology: Zak Young:** No report

**Yearbook: Marsha Schaffranek/ April Kim/ Britta Quick: No report**

**Teacher Reps- Ms. Lynn/ Ms. Taylor** Spelling Bee finished up today after 1 1/2 hours… Adam Edwards, Aarushi Ayapilla taking 1st place and runner up. Ms. Lynn commented about what a wonderful experience it was to help out at the Christmas Mother warehouse off Creighton Rd.

Meeting adjourned 6:50 pm

Respectfully submitted,

Natalie Nelson, Secretary

Next Board Meeting

January 18, 2017

6:00 pm SGES Library