

Meeting Minutes

PCK PTA

Opening: The regular meeting of the Parker Core Knowledge PTA was called to order at 6:35 pm on September 10, 2019 in the Middle School Commons by Andrea Simmons

Present:

Andrea Simmons, President

Jen Maxwell, vice-president

Kristen Blackburn, secretary

Zella Goettsch, member

Tracy Maisonet, member

Danae Jackson, member

Greg Skaradzinski, member

Tom Hertzberg, member

Sam Thompson, member

Linda Zoz, member

Diane DeNio, member

Karen Langton, member

Chelsea Spika, member

Michelle McLeod, member

Kelly Zappanti, member

Pam Whitehorn, member

Approval of Minutes: The minutes of the previous meeting were unanimously approved as distributed.

Not present:

Dawn Danner, treasurer

OFFICER'S REPORTS

Treasurer's Report: The treasurer was not present and will give a report at the next meeting.

President's Report: August recap and introduction of board members.

A. Welcome back gifts: We distributed welcome back gifts before school started. We gave each teacher a mason jar with chocolate, a \$5 dollar coffee gift card, and a \$75 Amazon gift card to help

with supplies for their classrooms. All supportive/administrative staff received a mason jar with chocolate and a \$5 dollar coffee gift card.

B. Fall check-in: 8/8/19 from 12-4. We had a table with PTA information packets for new families, spirit goods, samples of our new spirit wear and interest sign up sheets to target where people would prefer to help volunteer with the PTA.

C. Pool Party: This event was held at H2O O'Brien pool on 8/10/19 from 6-8 pm. This is a free event for all PCK families. We did it before school started and we had very positive feedback regarding this choice.

D. Tea and Tissues: We set up a table on the first day of school with light pastries, coffee, juice and tissues for families dropping off for first day of school. We received feedback that the location was not ideal because of high traffic. It did not allow parents to stay and converse. Next year we will move to the events gym if possible.

E. Back to School Night: Normally we have a table at this event but we have found there was no time for parents to come visit it. The format changed this year so we did not have a table. Next year we may request a few minutes to speak at the meeting after classroom sessions.

Upcoming Events/Opportunities:

A. Fall Festival: Saturday 9/28 from 12-3. We will need a large number of volunteers!

1. **Ordering, Advertising, Inflatables, and coordination:** We will post posters throughout the school the week before, fliers will go out in Thursday folders, it will be in the Thursday newsletter that goes out to the entire school with links for the sign-up genius, and it will be posted on Facebook. Inflatables have been reserved by Andrea Simmons with . Delivery will be between 9:30-10:00. Deposit has been paid but balance will be due at delivery.

2. **Ticketing:** Jen Maxwell is close to setting up ticket ordering in School Bucks. We hope to start selling on 9/13-9/21. We will give a 20% discounts on tickets ordered online before the event. All ore-sale tickets will be sent home in Thursday folders on 9/26.

3. **Pumpkins:** Kristen Blackburn has ordered 300 pumpkins to be delivered by Flat Acre Farms in Parker. They will be delivered 8:15-8:30. Balance will be due at delivery. First 300 kids will get a free pumpkin and decorating kit to go with it.

4. **Games/Tickets/Prizes:** Last year we gave out candy as prizes and there was no control over the amount being given and we ended up running out. We also had some parents upset by the amounts of candy taken home. This year we will be giving out coins that can be exchanged at our new prize booth. Kristen Blackburn has ordered prizes from Oriental Trading including, stuffed animals, bookmarks, puzzles, bouncy balls, stickers, erasers, notepads and much more. Candy will also be an option as a prize that we will send out for donations on sign up genius. Any leftover can be used for trunk or treat. We only have 6 games to earn coins so we will keep prize items to 1-3 coins each. Games we have include balloon pop, pumpkin toss, kerplunk, plinko, and target practice with nerf darts. We will have lawn games set up as a free activity as well. In the past we have also had a dunk-a-teacher type station but we have had a

hard time filling the slots. New ideas for this year include a pie-face type game against the teacher.

5. **Caramel Apples:** Zella Goettsch has agreed to head this booth. In the past we have had caramel apples on a stick but this year we think we will just put them on a plate, drizzle with caramel and then have a choice of toppings to choose from. Some toppings will be cookies, sprinkles, granola, chocolate chips and marshmallows. Amazon sells caramel pieces that we can use in the crock pot instead of having to unwrap all the caramel pieces. Andrea Simmons will be contact person to help Zella. We will pick up apples the day before the festival.

6. **Food:** Lanaia has agreed to head this booth. Ideas for food were sandwiches, prewrapped the night before with chips and a drink or pizza. We looked into a pancakes and sausage booth but we are not sure they are available. Other ideas were a nacho or taco bar or a chili cook off type deal.

7. **Cake Walk:** Michelle McLead has agreed to head this station. She was thinking of making plywood signs that we can reuse at future events. After a discussion, we decided that we will have numbers 1-20 and can adjust amount out based on volume at the event. The sign up genius for baked good donations has been sent out. We requested gluten free and nut free donations and have asked that they be packaged in 6 to help with time on the day of. She had the idea of getting local businesses to donate if needed. She will have a bowl with ping pong balls to call out the numbers and she will provided music and a speaker. We will not let winners pick baked goods unless there is an allergy request. We will monitor the amount of baked goods as the event goes on to decide if we need to lengthen the time of the rounds.

8. **Game/Goodie Donation/ Volunteers:** We will have MS students volunteer to run the games to help with their community service requirement. Sign up genius has been sent out for candy donation, baked good donations and volunteer opportunities

ACTION ITEM: Ask Drew about getting a "Volunteer" button on the PTA website that will have all of our current volunteer needs in one place to make it less confusing.

B. **Spirit Nights:** Overview of spirit nights and introduction of Karen Langton who chairs this.

1. August Spirit night at Swirls made \$308.94.
2. September Spirit Night will be at Dough Dreamery on Mainstreet from 4-8.
3. October Spirit night was to be held at Chick-Fil-A but that has been delayed until November due to construction so we are still trying to fill that.

ACTION ITEM: Fill Spirit night slot for October.

4. November Spirit Night: 11/13 at Chick-Fil-A.
5. End of year Skate Party for our last spirit night has been booked for 5/21/2019.
6. Additional ideas for future spirit nights were Skyzone or Jumpstreet.

C. **Box Tops:** Overview of Box tops and introduction of Stephanie Clark who chairs this.

1. In the past we have people collect box tops and deposit in a collection box by the main office. We run a contest for a couple of weeks and the two classrooms with the most box tops collected wins a frozen yogurt.
2. Box tops has rolled out a new program in which we will now scan grocery receipts and any box tops will automatically be deposited into our online account. It will be much less work on our end and all PCK families will be able to see our progress at any given time.
3. We will continue to collect box tops and send in as normal through this transition. In the future we will no longer be able to track progress for which classrooms have the most so we may just do a drawing for a frozen yogurt party.
4. Next contest will be held from 9/16 until 9/30.

D. **Trunk or Treat:**

1. This is an event hosted by the PTA/Classroom coordinators on Halloween in which families decorate the trunk of their cars in a theme and distribute candy to classes 1-5 grades.
2. Candy for this event is through donations.

E. **Vendor Fair:**

1. This is an event started by Jen Maxwell 2 years ago. It is a very low-work event that makes a good profit. We charge \$50/booth and vendors keep all of their profits. We had this event on the schedule for 11/23, however, it got deleted and now there is a conflict with Alice in Wonderland play so we will need to decide if we push it to the spring or don't do it at all.
2. We will need to consider that, due to construction of the science lab over the summer, we will have less space to have booths. We can possibly set up in the big gym if we do it in the spring.

ACTION ITEM: Vote to move Vendor Fair to spring or to not do it at all.

New Events/Opportunities:

A. **Family Event vs Father/Daughter, Mother/son:** These events are usually held in January/February. In the past we have rotated every other year between family event one year and Father/Daughter and Mother/Son event. We have always tried to make these events welcoming to all situations. It was suggested to not title it to exclude different situations or make anyone uncomfortable in attending. We can do a dance but make it open to anyone who wants to attend?

1. Stephanie Clark and Sam Thompson have volunteered to chair this event.

ACTION ITEM: Vote on which event we will host and what it will be called. We will also need to decide on a theme for the event.

B. Spring Butter braids sale

1. This fundraiser is chaired by Tricia Calandra. It is a very good fundraiser for the PTA. We have one in the fall and one in the spring.
2. The spring is usually less lucrative so we are considering changing it up. Some ideas were flowers and wrapping paper or gift bags.

ACTION ITEMS: Vote to do butterbraids or a new fundraiser in the spring.

Meeting Adjourned: 7:50pm

Meeting Minutes Submitted: _____

Meeting Minutes Approved: _____