

PTA General Meeting  
February 3, 2014

**Attendance**

Brooke LaFave  
Kylie Phillips  
Amy McMahan  
Jane Al-Tammie  
Nicole Allen  
Regina Reeves  
Mari Noritz  
Carol O'Sullivan

**Call to Order**

Brooke LaFave called the meeting to order at 6:35.

**Welcome and Introductions**

Everyone welcomed Nicole Allen who is replacing Howard Keck as Teacher Representative to the PTA.

**Approval of Minutes**

Brooke LaFave motioned to approve minutes from December 2, 2013. Regina Reeves seconded the motion. The motion passed unanimously.

**Principals Report**

Jane announced that there would be a Hands-on Science night at Garfield on February 25<sup>th</sup> from 6:30-8:00pm. Jane said that she was working with the Title 1 Parent Advisory Committee to bring in the Hands On Children's Museum that night for a fun science night.

Jane also announced that the cafeteria was tentatively scheduled to open on February 19.

**Treasurer's Report**

Carol handed out and reviewed the financials for December and January (see attached).

**Teacher's Report**

Nicole announced that all classes at Garfield were busy with Mrs. Gils' Olympic Reading Challenge.

**OLD BUSINESS**

**Book Fair**

Brooke announced that the PTA Board had agreed to a Scholastic Book Fair during conference week from Tuesday March 25 until Thursday March 27. This Book Fair would be the Buy One, Get One Free sale like in years past. She added that Scholastic offered an incentive for the PTA to do either an after or before school event. The PTA then discussed what type of event to do. It was decided that a books, bagels and coffee morning would be best. The event would occur from just after the school bell until morning recess (8:45 until 10:15). It was also decided that the PTA would give each classroom two gift certificates for a free book for teachers to distribute. Students could use these

certificates during morning recess to make their purchase; however, the Book Fair would not be open to anyone else during this time. It was also decided to limit the number of small items put out.

### **Apparel**

Kylie announced that due to massive problems with our order, including a near failure to deliver our order on time, the PTA Board had decided to no longer use Color Graphics as the PTA apparel vendor. Kylie added that she had reached out to many PTA/PTO/Booster/Community Councils within the District to find out whom they used and whether they would recommend them. She passed around a list of potential vendors and said that she thought that the next step would be to create a committee that did research on vendors and make a recommendation.

Carol then pointed out that she thought that as a PTA we were required to follow a bid process. A discussion then occurred about what that process needed to look like. It was decided that getting quotes from multiple companies would be sufficient.

### **5-minute fundraisers**

#### **eScrip**

Kylie said that she was excited to see that Amy's suggestion to post at Christmas time about the on-line shopping fundraising opportunities had made over \$200 for the PTA. The PTA then thanked Amy for her suggestion and research.

#### **Fred Meyer**

Kylie announced that she had recently learned that Fred Meyer was beginning a Community Rewards program that is similar to the eScrip program. She said she had completed the sign up process for Garfield PTA and was awaiting the Notice of Acceptance from Fred Meyer. She said that she would let everyone know when the Acceptance came through via social media and the PTA Bulletin Board.

### **Entryway Bricks**

Kylie announced that the PTA had sold 12 bricks for the entryway. She added that a few questions had come up during the initial roll out of the bricks. After discussing the questions with Shane at Custom Etching, she has new information for the PTA to discuss.

One of the questions that had come up was in regards to symbols such as hearts on the bricks. She said that Shane had provided a list of non-religious symbols that he was able to provide (see attached) for a cost of \$1.50 each. There was then a discussion about how whether the PTA should have a mark-up on the cost and if so, how much should it be. It was decided that the symbols would be offered at the price of \$5.00 each.

Secondly, Shane had also sent her some additional pricing information on the 12"x12" text only pavers. She showed the ¾" and ½" text options (see attached), and explained that our maximum price for the ¾" text paver would be \$88.50 and the ½" paver would be \$97.50. She added that Bob had asked her whether the group would be able to make a 12x12 paver available to staff and families at Garfield. Kylie pointed out that they did have the text only pavers at \$225 for businesses, if the PTA wanted to continue along this route. A discussion of what the PTA would like to do then occurred. It was decided that the PTA would offer the ¾" text 12"x12" paver at \$175 to Garfield families and staff and would keep the \$225 12"x12" paver for businesses.

### **Other**

There was no other Old Business to discuss.

## **NEW BUSINESS**

### **February Events**

#### **Movie Night**

Kylie announced that February movie would be Monsters U and would occur on February 21. She said that Kim was looking for 4-5 volunteers to help.

### **Read-A-Thon**

Kylie announced that Nikki had purchased the grand prize Nooks. She added that Nikki and Kim were in need of volunteers to help solicit local business for prize donations. She added that the PTA Board would like to be able to give a prize to every student who participates, like the previous year.

### **Requests**

Kylie presented a request from Jason Doge for \$91.18 to replace balls for the Castleball MORE class at school. Carol moved to approve \$91.18 for Castleball balls using the gifts to school account. Brooke seconded this. The motion passed unanimously.

It was pointed out that Libby request had been denied by the PTA because it did not benefit all students but a donor had stepped forward and supply the PTA with a grant to reimburse Libby so no action was necessary.

### **Board Members for 2014-15**

The members of the PTA Board announced that they were beginning the process of recruiting new Board members for next year. Kylie pointed out that Nikki would be leaving and the PTA would be in need of a new Treasurer. It was also added that the PTA Board would like the Board to be at least 5 members and ideally 7 members. Carol said that she was feeling ready to move on from the positions of GTS Coordinator and Bookkeeper, but planned to have some position on the Board next year. She added that the great thing about Bookkeeper was that it was a job that can be performed at home which is perfect for a working parent.

Kylie said that she had spoken to Kim and that she wanted to take over GTS. Kylie added that she would happy to give up the position of Secretary and would gladly take on the job of Bookkeeper, Treasurer, or an At-Large position that would keep her in charge of volunteer recruitment, social media, and the website. Brooke indicated a willingness to be Secretary. Amy McMahan said she wanted to be involved but had limited time so the Bookkeeper position appealed to her.

Other recruitment measures were discussed. It was decided that an e-mail should be sent inviting and encouraging parents to come to meetings, get familiar with the PTA, and consider taking a Board position. Kylie added that she would use Facebook to promote this as well.

### **Other**

Kylie gave the highlights of the Parent Group lunch sponsored by the Superintendent. This lead to a discussion of how teachers, administrators, and the PTA could work together to improve school-wide communication.

### **Adjournment**

The meeting was adjourned at 7:31.