



**WASHINGTON GT MAGNET ELEMENTARY SCHOOL
PTA EXECUTIVE BOARD MEETING MINUTES**

APPROVED DATE: January, 11, 2019
1st Carey Forman 2nd Jessica Dixon
Secretary: Sherri Satterwhite

Date: December 7, 2018
Location: Washington GT Elementary School
Presiding: Amy Thomas
Call to Order: 9:32 a.m.

In Attendance: Sherri Satterwhite, Amy Jones, Amy Thomas, Jessica Dixon, Carey Forman, Kara Goeres, Veena Shanmugham, Emily King, Roxanne Sykes, and Bob Grant

Approval of Minutes:

October 24, 2018, minutes were presented. Amy Jones motioned to approve the minutes and Jessica Dixon seconded. The October 24, 2018, Board Meeting minutes were approved.

Reports:

Administration: Principal Bob Grant

Mr. Grant noted that postings about Washington Elementary on many online rating sites are very outdated. The sites noted include: greatschools.org; schooldigger.com, niche.com, and google. In the next newsletter Amy Thomas will suggest that parents help update the ratings by posting to one or more of the online review sites.

The Parent Advisory and support team will meet on Tuesday. There is great representation and there will be a PTA rep.

The time to plan the 95th anniversary celebration is now. There is budget for growing together t-shirts. Ideally, the planning committee could include PTA, Mr. Grant, staff, past-presidents of the PTA, and retired teachers or other interested parties (Stephanie Enders, Lynn Edmonds?). Could this be part of Spring Fling in May?

Faculty Rep.: Liz Harder (via e-mail)

January will be a testing month: mClass literacy assessments for K-5th grade. Homeroom and elective interims will go home Dec. 10. NC Check Ins reports for 3rd - 5th grades will also go home Dec. 10.

President's Report: Amy Thomas

Amy Thomas reported that we are above budget on income due to the fundraiser's success. We may be able to increase the "bonus budget" for elective and specialist classes.

Interim Vice President: Emily King

Emily King and Kim Olds are working on a project to support teachers and show ongoing appreciation by updating the teachers' lounge. They have spoken with Carnela Hill, a designer, and done a walk through. The initial consultation fee is \$250. The estimate for the renovation is \$2500. The work will include: paint, furniture, dividing the area, decal words,

yoga mats, stretching areas, and decorations. Room parents may be asked to provide/ replenish the lounge staples and do something special/fun each month. The week of March 4 would be a great time to kick off the new space since that is teacher appreciation week. A formal proposal is yet to come.

Standing Committee Chairs

Communications & Recognition: Report by Amy Thomas

There is a need to confirm volunteers for the Yearbook. Kim Olds has volunteered to chair the Staff Appreciation Week. The budget for staff appreciation week should be a separate line item for \$1000.

Media Center Support: Kara Goeres

The Book Fair was a success! There was a net of \$1200 plus Scholastic dollars.

Cara will check with Ms. Hash on the read across the rainbow program.

Washington will have a school wide field trip on Feb. 25 as a reward for the Hurricanes Reading Incentive program.

Washington has been selected by the WakeEd Partnership in Raleigh for their Partner's Read Literacy Program. They will train volunteers and provide books (actual hard copies the kids can take home with them) to support 1st Graders at Washington who are not yet reading on grade level.

We need 4-5 volunteers who are available during school drop off for 10 Fridays this spring, from 8:50 - 9:20 a.m. Dates are: February 15, 22, March 1, 8, 15, 22, April 5, 12, 26, May 3, 10. Amy Thomas will post the call for volunteers in the next newsletter.

Programs & Events: Amy Jones

Arts & Letters Night went well. Amy Jones said she is working on creating "manuals" for each event for use by future planning committees.

Math and Science Night - could we do after school care before the event starts? Amy noted that the regional science fair dates aren't announced until after most other calendars are done so we got an extension for this year. Carey will post the science fair rule link on the website. Emily Melton has several presenters confirmed and is working to firm up the rest. Food trucks are lined up.

Upcoming School Spirit Nights include: Chik-Fil-A - Thursday, Jan 10; Jellybeans - Saturday, Feb 23; and City BBQ - March.

Advocacy & School Support: Report by Amy Thomas

Amy T. will check with Hollin to verify if the teacher startup funds budget is final. There are \$2000 left for teacher grants. Mr. Bastin purchased virtual reality equipment that will be available for other classes to use for \$900. The steel drums have also been purchased. Amy T. will also follow up with Hollin regarding advocacy efforts. The board discussed possibly separating advocacy and school support into two functions next year. The nominating committee will consider this.

Ways & Means: Veena Shanmugham

The fundraiser earned approximately \$23,000. Veena and Jessica will look at final numbers to reconcile the accounts. Veena needs tax ID information/forms filled out. Amy T. will follow up with Veena on this. Thank you letters/tax forms are filled out for all donors and are being distributed.

Membership Results: Amy Thomas

Membership is lower than last year at 200 people. The board discussed ways to increase membership and will continue to monitor levels.

Passive Fundraising

Passive fundraising is occurring via Amazon Smile and others. Box Top funds are going directly to the school rather than coming to the PTA first.

Audit: Carey Forman

Carey reported that everything looks to be in order. The committee is still working to resolve the bank change. A copy of the audit from November will be included in the secretary's files.

Nominations Committee

The nominating committee consists of Kara Goeres, Emily King, and Kim Olds to date. Should we call for additional committee volunteers?

Upcoming Wizard Words

Dec 10th & 24th

Announcements

Next General Meeting at Math and Science Night Thursday, Jan. 24

Next Board Meeting Friday, January 11th @ 9:30am in boardroom

Adjournment: Jessica motioned that the meeting be adjourned. Carey seconded. The meeting was adjourned at 11:29 a.m.