



WASHINGTON GT MAGNET ELEMENTARY SCHOOL
28, 2018
PTA EXECUTIVE BOARD MEETING MINUTES
Dixon

APPROVED DATE: September
1st Sherri Satterwhite 2nd Jessica
Secretary: Sherri Satterwhite

Date: August 31, 2018
Location: Washington GT Elementary School
Presiding: Amy Thomas
Call to Order: 9:35 a.m.

In Attendance: Emily King, Sherri Satterwhite, Hollin Goodwin, Shanae Griffin, Amy Thomas, Jessica Dixon, Carey Forman, Veena Shanmugham, Manjri Lall, Roxanne Sykes, Kara Goeres, Lola Houston-Hager, and Bob Grant

Approval of Minutes:

August 13, 2018 meeting minutes were presented. Emily motioned to approve the meeting minutes and Jessica Dixon seconded. The August 13, 2018, Board Meeting minutes were approved.

Outstanding Forms:

Outstanding code of ethics and conflict of interest forms were collected and will be held with the minutes. Copies of relevant financial documents will also be held with this year's minutes.

Reports:

Administration: Principal Bob Grant

- School numbers updates: we are fully staffed for 2018-19
- Communication:
 - Homeroom Teachers: Dojo/e-mail/phone
 - All other staff: e-mail/phone (NOT Dojo)
 - PTA questions/thoughts: wesgtpta@gmail.com
- Friday Focus Specialist for grades 3-5
 - Started overview this week. Students will register for FFS on Sept. 7. These are separate from electives and will change by quarter.
- Playground Additions:
 - Music Wall by K-1 playground installed by former Washington student and Girl Scout.
 - New soccer goals on outer field funded by Mr. Piryani to thank the school as well as funding by the Boys and Girls Club.

Disc Golf Course being installed in Sept. by former Washington student and Eagle Scout.

2-5 will all use other field as recess zone.

- Technologies monies left from special fund: \$6425.76
- New Teacher Spotlight:
Parents don't know a lot about new teachers. Lola will do interviews. She will post on youtube and have link in Wizard Words.
- School Improvement Plan: parent representative is needed. Meetings are 4:15 - 5:30 p.m. 5X/year.
- 95th Anniversary Celebration: We are Washington GT, Growing Together. Tree graphic may be used on t-shirts for staff and students in spring.
- Social Emotional Learning Program Covers: self awareness, self management, social awareness, relationship skills, and responsible decision making.

Faculty Rep.: Liz Harder

No report.

Treasurer: Jessica Dixon

Jessica is planning to update the CRF and FRF forms. There is a tray for the forms in the office. Make sure that receipts match requests and that receipts come from current year.

At the new officer training meeting topics of interest included "written standing rules" and having a carryover budget set at the last meeting of a school term year that could carry over until the first full meeting of the following year. The United Arts Council application needs to be paid. Emily will do a check request to pay NCPTA.

Standing Committee Reports:

Ways and Means: Veena Shanmugham

Shining Star Fundraiser: Veena is meeting with Tricia Maguire to get flyer moving. They will try to have something together for Open House. Working with Emily to set up Shining Star on Memberhub. Veena is talking to Ms. Drum about incorporating student art in thank you notes.

Passive Fundraising: it doesn't appear that any checks have been received. Veena will follow up. Michelle Faircloth will handle boxtops this year.

Wizard Wear: Kim Olds and Leigh Hines have wizard wear well underway.

School Store: Veena will follow up with Stacy about the school store.

Communications:

Lola reported for Marquitta that the year book will have two more pages and getting room parents signed up is ongoing. RP training will be Sept. 18.

Media Center: Kara Goeres

Kara met with Ms. Hash. Reading across the rainbow won't change much this year. Can teacher reading logs be coordinated with the rainbow program?

Book Fair dates are confirmed.

Birthday Books: program will be retained but Ms. Hash may change how books are picked out. Jessica will research how birthday book program funds are handled. The deadline to pay for a book may be extended.

Programs and Events:

Amy Jones will chair the committee and will guide it as long as all subcommittees are filled with chairs.

Fall Picnic: Oct. 18.

Arts and Letters: Nov. 8.

Cultural Arts: Proposed budget has \$4880 for a writer and artist in residence. \$100 for UA grant. \$360 for a sub for Ms. Drum while she's working with artist in residence. A drumming program was proposed for A&L or M&S night (\$620/night; \$320/day) - may be better for Friday after Math & Science Night. Ask for a music performance in media center or courtyard for A&L night.

Reflections: Theme is Heros Among Us

School Spirit Night: Joy has volunteered to take this on.

Advocacy: Hollin Goodwin

Courtyard: There's a group of parents that have stepped in to work on the courtyard - it's going well.

Teacher Startup Funds: Amy will send a reminder to teachers to submit receipts and ask that the receipts only have school related expenses on them. Jessica asked that a list of teacher grants maintained.

Mr. Bastian would like a gaming computer for virtual reality classwork. It was suggested that this be referred to the administration.

Audit: Carey Forman

Carey reported that the audit looked to be in order. They are still looking for a closing statement from the former bank to reconcile it with the new bank's statement.

President's Report: Amy Thomas

New Business:

Proposed Budget

The budget to be presented at the first general meeting was presented. It includes a \$4000 grant for steel drums. Other changes include: expense to include one-time item of \$4000 for t-shirts, \$1500 for the play and income of \$38,000.

Emily King motioned to approve the budget for presentation at the general meeting. Hollin Goodwin seconded it. The proposed budget will be presented at the general meeting.

Review Proposed Calendar

The proposed calendar was reviewed. Jessica Dixon motioned to approve the calendar. Emily King seconded the motion. The calendar was approved as noted.

Committee / Volunteer Needs by Standing Committee

List for each Team - last year / volunteers / contact info etc.

Host a Social for each Standing Committee

Communications:

September Wizard Words - Monday, Sept 3rd & Monday, Sept 17th

- Upcoming Event Dates
- Link for Upcoming Volunteer Needs Sign Up (MemberHub) SEND NEEDS TO AMY THOMAS ASAP
- Join PTA Membership Online Link (MemberHub)
- Teacher Spotlight (Lola)
- Passive Fundraising Info
- Other?

Q1 PTA Paper Newsletter out Monday, September 10th

- Welcome Letter
- Calendar for Year
- Membership Flier
- Exec Board Contact Info
- Volunteer Interest Form
- Paper Copy of Summer Survey
- Fundraising Flier (Shining Star Teaser, Passive Fundraising Info, etc)

Old Business

Change Check Signers at Bank (remove Leigh / Add Lola)

Announcements

Next General Meeting at Open House

Next Board Meeting, Friday, Sept. 28 at 9:30 a.m. in boardroom.

Adjournment

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

