

# Draper Elementary School PTA Minutes

## Executive Board Meeting

Tuesday, August 13, 2019

Teachers' Lounge

9:00am

**Attendance:** Janene, Kristin, Susy, Cathy, Cara, Shalane, Timette, Melarie, Marissa

**Quorum Present:** Yes

**Executive Board:** President: Marissa Geertsen; President Elect: Cathy Smith and Shalane Brower; Secretary: Janene Day; Treasurer: Kristin Kristensen; Legislative VP: Melarie Wheat; Memberships: Susy Cotterell

**Meeting Started:** 9:07

### Agenda:

1. Call to Order/Welcome Marissa
2. Volunteer Hours Janene

Everyone put their hours down on paper. Janene will send report of hours.
3. Bylaw Renewal Janene

Current bylaws expire 11/1/19  
Change Quorum to 10  
Find a place to have the updated ByLaws  
PDF to share with Members?  
Vote on new Bylaws in October meeting
4. Budget Report/Budget Approval Discussion Kristin/Marissa

Everything is balanced  
PTEZ is not going away. Memberhub is different.  
The budget has been the same for the last 3 years.  
We currently have \$15,654.36 in our checking.  
Do we need to spend more on our kids? School? Or keep the excess in the checking to carry over for the next year?  
The bulk of the money we earned last year, we spent it during the school year.  
We give the school a grant of \$15,000 – combined fundraiser efforts.  
End of year audit needs to be done by a CPA. Mandy Phelps will do our audit. It should be done by the middle of September.  
Last year we budgeted \$1800 in PTA dues and we paid \$614.25
5. Memberships/Memberhub Susy/Everyone

All executive board members need to be PTA member.  
Our PTA membership was low last year.  
Susy feels Memberhub will be a good thing to track memberships.  
This year as an executive board we will explore using Memberhub.

Susy has talked to several companies about coupons to offer to people who join the PTA. So far she has 30 coupons from Bahama Bucks.

Marissa has coupons for Freedy's.

Timette has coupons from Arctic Circle (800).

Susy would like to do a spin wheel for candy, coupons, etc. for the Meet and Greet, Dragon Dash, Parent Teacher Conferences to help with PTA memberships.

Timette had PTA shirts made. \$5.00 a shirt. There are 50 shirts total.

We will need to log payments for memberships and shirts

6. Meet the Teachers Event Marissa

*Thursday 8/15 3:00-4:00*

There is nothing formal being done

Marissa would like to have specific signups on clipboards - Dragon Dash, Fundraising, Book Fair, Red Ribbon Week, Parent Teacher Dinners, Staff Appreciation

Please come at 2:30

7. First Week of School Parking Lot Marissa

*Monday 8/19- Friday 8/23*

Parking lot done the second week of September?

If it is done, we could do a Back to School night

We need 3 parents to help with parking lot in the morning and in the afternoon. Marissa will do a sign up genius today

First day of school 8:15-8:50

Afternoon 3:10-3:30

8. Back to School Night? Marissa

9. Dragon Dash Marissa

*Monday 9/16*

Timette would like to do a Silent Auction

Dragon Dash and Fundraiser are totally separate this year. Fundraiser will start in October to give parents a break.

Drill Team will come to Dragon Dash and perform

Taking the mile away

Teachers will race. Grades will race.

We will sell Sweet Treats – food trucks; Pizza; water bottles

10. Fundraising Marissa

*Monday 9/30 – Friday 10/11*

New platform to fundraise – SuccessFund

Fundraiser has to be approved through SuccessFund

We will have QR codes and links to share for payments

We will give prizes for envelopes returned

If the school doesn't get what we need, there will be a second fundraiser

Add paragraph to explain how fundraiser works

We are taking a risk asking for \$25/student

We are hoping for bigger donations

We need corporate donations soon

We need to think of incentives for the students

Assembly 9/9 – Reflections/Dragon Dash. Susy would like to talk about memberships at the assembly  
Prizes to kids for PTA membership? Give student something to give to their parent for becoming a member.

11. Room Parent Meeting Marissa

*Friday 9/13 at 8:00*

Cara would like to have room parent signups at the Meet the Teachers Event.

Marissa will talk to Christy about having the teachers do this.

We will need Halloween schedule before this meeting

12. PTA Newsletter/PTA link on school website Janene

Box Tops – need someone to count Box Tops

Last year we made \$1,030 last year in Box Tops

Marissa recommended sending a paper copy of newsletter home with the kids

13. Legislative VP Melarie

Turn in your ballots! Primary is today 8/13/19

John Curtis – having a town hall meeting next Wednesday 8/21 6:00-7:00 at City Council building

Draper City - Clean air incentive started. Don't idle your car over 2 minutes.

Marissa suggested maybe we have some posters made about no idling.

Film crew make a video? 5<sup>th</sup> graders do something?

14. Theme

Be the Good.....

Next month: Be the Good Student

Timette will do Bulletin board – update every month.

**Next Meeting:**

Tuesday, September 10<sup>th</sup> at 9:00 in the Teachers' Lounge

**Meeting Adjourned:** 10:30

**Minutes Accepted:**

**President:**

**Date:**

**Secretary:**

**Date:**