



Shafter Elementary PTA Meeting Minutes



September 3, 2015

1. Meeting called to order at 1:02 pm

Meeting lead by President of PTA Sarah Thompson

20 PTA members signed in for meeting.

2. Membership-currently have 42 members, goal to increase active membership and increase Facebook members

3. Treasurer's Report-

A. Current balance is \$8,610.74

- i. Income from T-shirts, Ice-pops, Memberships, Papa John's and Keki kits
- ii. Expenses-\$1,366.24 \$400 for JPO, \$750 classroom fans, \$37 Executive Board dues, \$179.05 for printing, cleaning and office supplies

B. Spring Allocations to school-no change from August meeting

C. Current financial Goals/Request

1. Vinyl signage for drop-off area
2. New landscaping for school grounds (Nov. or Dec.)
3. Teacher Request
 - a. Request form on file
 - b. 42 bottles of hand sanitizer (2 per classroom, library, health room)
 - c. Cost \$328.96
 - d. VOTE: 0 % no, 0% split the cost between now and the second half of the year, 100% yes, purchase all now
 - e. Katy Romano volunteered to purchase and deliver hand sanitizer
4. School Marquee
 - a. Still getting bids
 - b. Cannot get LED due to electrical constraints
 - c. Parent Question: Have we considered solar powered signs? Answer: Yes we are looking into them

D. Growth/Quality/People/Service

1. Room Parents
 - a. 19 Classrooms
 - b. 7 Positions available

4. Original Works

- a. Goal \$1,400
- b. Will need volunteers for packaging

6. Small On-going Fundraisers

- a. Box Tops

1. August winner B6 Mrs. Hanohano with \$43.90
2. School total \$294.20
3. On track to increase last years profit of \$1,944 by \$600 by May 2016

b. Popsicle Wednesdays

1. Need Volunteer Coordinator
2. Profit Last year \$1415
3. On track to increase profit by \$1,000 by May 2016
4. Parent Question:

a. Do the bus riders have time to purchase and eat popsicles before getting on the bus and are there trashcans available for them to throw trash away? Answer: Yes, they have time. The dumpsters are right there where the buses are lined up. Suggestion: tie trash bags to railing along the sidewalk

b. Is there anything we can do to speed up the process? Answer: Yes, we do presales and with more volunteers we could do more than two lines. Suggestion: to change time of sales to during the school day. Answer: We are unable to impede on the school day schedule

c. Papa John's Pizza

1. 3rd Thursday of month
2. Profit last year \$1083
3. Profit for August \$57

d. School Mall

1. complete booklet by September 7th
2. Profit last year \$600

7. PTA School Uniform Shirts

- a. \$5.00
- b. available sizes Youth L and XL and Adult

8. Fall Festival

Will need volunteers to help out

9. Next meeting is October 1, 2015 in the cafeteria from 1pm-2pm

Parent Question: A/C in classrooms? Excessive heat, dehydration, teacher at another school was hospitalized because of the heat.

Answer: Students are allowed to have a personal fan on their desk, drink as much water as needed and use the bathroom as necessary. Building C is the hottest building. Classrooms C1 and C2 have a/c. It costs \$20,000 to outfit those two rooms with a/c. It is not in the budget to outfit each classroom with a/c. Portable A/C units need a 220 line. The school doesn't have 220 lines. The cost to put in 220 lines is between \$500-\$750.

Parent Question: Can parents write legislators? **Answer** Yes.

Parent Question: Is there a penalty for picking up a child from school early due to the heat?

Answer: No. However, it is a disadvantage to the child to miss school.

Meeting adjourned at 2 pm.

Agenda:

14. Introductions, Welcome – Sarah Thompson

- | | |
|---|--|
| a. Sarah Thompson – President | ptasthompson@gmail.com |
| b. Charmene Luellen – Vice President | ptacluellen@yahoo.com |
| c. Leza Kotich – Treasurer | lkotichshafterpta@yahoo.com |
| d. Kowanda McBride - New Secretary | ptakmcbride@yahoo.com |
| e. Lindsay Steinbrunner – Room Parent Liaison | ptalsteinbrunner@gmail.com |

15. Membership (July 1, 2015 – June 30, 2016) – Charmene Luellen

- a. **Increase Active PTA Membership** – Dues to HI PTSA by Nov 1, 2015
- b. **Increase Facebook Members** – Group: Shafter Elementary PTA
- c. **Current 42 members**, last year 67 members

16. Treasurer's Report - Leza Kotich

- a. **Account Balance** as of last deposit (8/31/15) = **\$8610.74** Neg balance: **\$16.94**
 - i. Income: **\$1,349.30**
 - 1. T-shirts (\$300), Ice-pops (\$277), Memberships (\$170), Papa John's (\$57), Keiki Kits (\$302)
 - ii. Expenses: **\$1366.24**
 - 1. JPO Donation (\$400), School Donations-Fans (\$750), Exec Board PTA dues (\$37), Misc: printing, cleaning, office supplies (\$179.05)
- b. **2015 Spring PTA \$ Allocations to School**

i. Technology (Testing & Reading) - \$8,250.00	Spent
ii. Field and playground improvements - \$3,000.00	Hold (Portables Spring 2016)
iii. Landscaping school ground/ planters - \$500.00	PTA Balance \$300
iv. School decorations & outside improvements - \$500.00	PTA Balance \$500
- c. **Current Financial Goals/Requests for 2015-2016:**
 - 10. New Vinyl Signage to better mark designated drop-off area - Safety & Directions signage
 - 11. New Landscaping for school grounds – 2nd quarter (Date TBA - Nov or Dec 2015)
 - a. **Community Service Coordinator – Need volunteer** _____
 - 12. Teacher's Request for PTA Funds:
 - a. **42 bottles Hand Sanitizer be purchased (2 per classroom, library, health room)**
 - i. Funds Request Form submitted by Ms Bumanglag
 - ii. **PTA vote - donate \$328.96** (unless cheaper - \$7.48/ 67.6oz at Sam's Club)

1. Volunteer to Purchase & Deliver to school _____

13. New School Marquee - In research phase- size, design & cost – **getting bids now**

d. Growth/Quality/People/Service

8. Room Parents – 7 Positions OPEN – **Need volunteers** - See Room Teacher to sign-up

a. **Post RP, email contact/ classroom next month web site update**

9. PTA/SSC (Student Coordinating Counsel) Liaison – **Rhiannon Samuell**

10. PTA Tab - www.shafterelementary.com for Forms and Information – update 9/5/15

17. Original Works (Major Fundraiser –Fall) – Lindsay Steinbrunner

a. **Profit last year = \$1328, Goal this year = \$1400**

b. Assistant coordinator – **Farrah Champion, Other Volunteers _____**

c. Announcement Letter Home – **Sept 25 (Letter with PTA Direct Donation Letter for option)**

d. Send Artwork Packages Home for preview – **Oct 16**, Deadline for Family orders – **Oct 23**, Send packets to company – **Nov 2**, Shafter receives artwork orders – **Nov 30**

18. PTA Direct Donation (Fall & Spring): NEW Option this year! (Goal = \$500)

a. Directly Donate to PTA – tax deductible - (10 day tax letter emailed donator)

i. Recommended donation – CASH or CHECK (written to Shafter Elementary PTA)

1. **\$25** –One child enrolled, **\$40**-Two or more children enrolled, **Other \$ _____**

19. Smaller On-going Fundraisers – Catherine Vargas

a. Box Tops – **Aug Winner - B6 - Mrs. Hanohano (439) = \$43.90 – RP helps with party**

1. A1- 246, A2-165, A3- 0, A4- 93, A5- 159, A6- 272, A7-50, A8-285, A9-51, A10-41
B2-101, B3-11, B4-102, B5-121, B6-439, C1- 44, C2- 233, C3-190, C4- 311

2. Assistant coordinator – **Shinobu Burke, School Total (2942) = \$294.20**

3. **Next check from Box Tops should be \$978.20** (current + last year)

4. Profit last year = **\$1944**, on track to increase profit by **\$600** by May 2016

b. Popsicle Wednesdays – **Need Volunteer Coordinator _____**

i. Profit last year = **\$1415**, on track to increase profit by **\$1000** by May 2016

c. Papa John's Pizza – Flyers to teachers Friday before event, in Gold Folders. **Pizza Night - 3rd Thursday/month**, Receipt to teacher following week. **Profit last year = \$1083**

i. Coordinator - **Amy Bull**, - Assistant Coordinator - **Maelyn Marbury** (lead Sept – Dec)

d. School Mall – Coordinator – Catherine Vargas

i. **Complete Booklet = \$2.25 to school X 482 = \$1084**

ii. **Return Booklet to teacher – Sept 7th**

iii. Profit last year = **\$600**

20. PTA School Uniform Shirts- \$5.00 (purchase in office)

a. PTA membership, Room Parent, Field Trips, Shafter School Spirit, Christmas presents

21. Fall Festival – Nov 20, 2015 – Teacher Organized, PTA supported event

a. Coordinator – **Rhiannon Samuell, Other Volunteers _____**

b. Bank money/tickets for teachers/grade individual fundraiser

c. PTA sponsored booth – **Free Rock Wall** (Contact new Vendor to confirm – Sarah)

d. Purchase Tickets, Ticket pre-sales & event, Post event counting tickets & Teacher payments

22. Next PTA General Board Meeting: Oct 1, 2015 – 1p – 2p in Cafeteria

- a. Contact Executive Board member for interest in volunteering, to suggest agenda item on next meeting or announce PTA information via Facebook or web site - PTA tab

Mahalo for helping make PTA a success!