

## WIA PTA Executive Board Meeting

August 9, 2011

### **Attendees**

Cheryl Walker, Valencia Justice, Erica Jong, Shelly Hart, Kamilah Konrad, Angela Russell, Darolyn McConnell, Deron Davis, Henry Stephens, Lil Miller

Missing: Tanisha Arthur, Anisha Moring, Karen Ceesay

Meeting called to order- 6:36pm

Minutes approved for July 19, 2011

### **President's Comments- Cheryl Walker**

Summary of Leadership Training Conference attended by Cheryl, Kamilah, and Valencia. Key points taken from conference are to build a positive team and improve overall communications. One goal for the year is to revive efforts to establish corporate partnerships and sponsors for PTA fundraising and social events. Identify volunteers to take on this task and possibly establish corporate levels/packages of giving. Grant writing volunteers/specialists need to be recruited and school needs/interests need to be assessed. What do we need & why? can be emphasized to better understand who we are and what we need so grant writing can be focused. Valencia will help facilitate collaboration with grant writers at the school. Teacher participation and membership with the PTA is being encouraged. Personalized invitations will be issued to each staff member to attend first meeting, teacher surveys were issued to assess needs, Mr. Stephens will assist Ms. McConnell in increasing staff PTA participation. Parent volunteer hours input outside of the on-campus computer sign-in process, will be done using a new form. Committee chairs will fill out hours and submit to Debra Bryant to be manually inputted. Teachers will be given similar forms to input hours completed off-campus and not via PTA. New PTA signage will be printed with new name/logo. In an effort to be more economical & environmental, the PTA will decrease paper use at meetings. PTA meetings will be held 5-6 times this school year and we will limit guest presentations to 2 on a first come first serve basis. First meeting will have 3 presenters: Soul Shine, Cub Scouts, and Title 1 staff/principal.

### **Vice President's Comments- Valencia Justice**

Leadership Training conference was a positive experience and she would like for PTA board members to advertise their commitment and role to the PTA in a visible way, ie: badge. As Title 1 Liaison, she will pass out sign-in sheets at all general assembly meetings to document attendance.

### **Treasurer's Report- Kamilah Konrad**

Distributed budget and shared that new budget with amendments will be given to the executive board for vote/approval. School's request for technology is still being assessed before PTA donates the money left in the balance. \$5000 will be kept in the account for use in the start of the following school year. Membership is just below 200.

### **Audit confirmation- Erica Jong**

2010-2011 Audit was presented with findings and recommendations. Audit will be reviewed by President and Treasurer before it is faxed to Georgia PTA office.

### **Green & Healthy- Deron Davis**

Contract with SoulShine is being conducted for the Gardener in Residence position. Their start date will be after contract is confirmed after Labor Day. Committee will introduce the garden project to staff and work with staff to support grade-wide units of study.

### **Staff Rep- Darolyn McConnell**

Darolyn encourages all PTA board members to make themselves visible to staff and she will work collaboratively with Mr. Stephens to help encourage more PTA membership/participation among staff. Junior Achievement will be at school and will present in September meeting.

### **Auction- Lil Miller**

She met with Elaine Banks to gather information on our past auctions. Her goals are to get ideas for corporate donations, explore new space, and different auction ideas. She will approach new venue to possibly donate space & event amenities to our auction. Lil will also explore the possibility of switching off volunteers with NCS to help support each other's events. Leftover auction items can be shared with other school's auction.

#### **Parent Involvement- Angela Russell**

Input of all incoming volunteer information will be in a spreadsheet will be provided soon so committees can start reaching out to volunteers. Mr. Stephens will help provide teacher information for all members.

#### **Principal- Mr. Stephens**

It's been a good start with 608 enrolled according to APS's infinite campus records. We have 589 presently with about 100 on waiting lists. The school has 5 days before taking students off waiting lists. Class lists will stay within the board's desires. Dr. Pruitt has resigned and they are looking for a replacement. Discipline will not be primary issue, teachers will teach & held accountable but not for behavior and discipline. The board will continue to search for a permanent Principal for him to train to take principal position with IB, single gender, Chinese, & Title 1 knowledge. He encouraged everyone to check out the media center which has the required IB computer lab. IB authorization will begin with visits starting this week.

#### **Communications- Shelly Hart**

She will meet with Kacey, new yearbook person, to get started, and will start discussing items like free ad space to sponsors. Alex Rodriguez will continue to do e-newsletters on a monthly basis and will coordinate with administration to keep communications open. Committee will explore ways to increase distribution list, possibly share with school's list. PTA has new Facebook page and the school will most likely not duplicate with their own Facebook page.

#### **Membership- Erica Jong for Tanisha Arthur**

Members will be in a database available by the first general assembly meeting. Mr. Stephens will help provide classroom information for each family member. It was suggested that a 100% membership amount be calculated and communicated to use as a way to increase membership numbers.

#### **Fundraising- Erica Jong for Anisha Moring**

Spiritwear will be sold for \$1, help increase incentive for nut passes, PTA will donate shirts to art class for smocks, and new t-shirts with logos will be designed with input from designer.

Not Discussed:

\*PTA passports

\*PTA goals for 2011-2012

Meeting adjourned 8:20pm

Minutes completed by Erica Jong