

General Board Meeting
Thursday, November 9th, 2023
9:30 AM

- Attendees: Amanda Williams, Stacy Edwards, Sallie Smith, Courtney Rhoades, Corey Gilbreath, Lauren Plunk, Julie Rose, Ali Knipfing, Laura Kudey, Melissa Bache, Sara Fox, Sarah Hanks, Barbara MaGee, Nicole Bengard, Lyndsey Crandell, Kelli Kirksey, Megan Epps, Alicia Kamlet, Heather Rushing, Dave Burgess, Kristen McFadden, Natalee Phoenix
- Welcome and Call to Order: 9:33 am
- Review and approval of minutes from October Board Meeting
 - *Motion to approve – Stacy Edwards*
 - *2nd Motion – Laura Kudey*
 - *Minutes approved*
- Vice Principal's Report – Kristen McFadden & Natalee Phoenix
 - Need help making a car line video. Will send a request for parents to show up with cars/golf carts at a certain date/time. Be on the look out.
 - Busy field trip week.
 - Working on a lot of Holiday activities coming up with Holiday Shop, Kids Helping Kids, etc.
 - Dec 18th Schoolwide Holiday Express/Narnia and Santa Sleigh Ride for children coming up. This is a surprise for the kids. Need some big blow ups (10-20), bring at drop-off in the back track on the morning of the 18th. Please bring an extension cord as well. Kristen McFadden will be the contact to coordinate drop off.
 - 1st and 2nd week of December 1st and 2nd grade will be taking Math Testing. This will be used for gifted and talented program, etc.
 - Buena Vista is 1 of 7 schools that is a Blue Ribbon school in the district. We were asked to go to the National conference at the end of November this year. Typically principals and super intendants, but they've asked teachers to present. We'll be sharing 2 presentations, which is a huge accomplishment to have our staff invited to present nationally.
- Treasurer's Report – Nicole Bengard
 - Through October 31, 2023:
 - Total revenue - \$84,789
 - Total expenses - \$60,293
 - Net income - \$24,496
 - Fundraising net income - \$51,773
 - Ending cash balance - \$67,451
 - Net decrease in cash from prior month - \$36,113
 - Boosterthon - profit \$36,611.80, or 56.29% compared to last year's 41.28% (which accounted for t-shirts) that we've kept in cash with Boosterthon. If we do not hire them next year, we will not need to pay \$2K deposit and can keep from this years budget. We collected more and paid out a comparable amount as last year.
 - Spirit Nights – both Topsy Taco and Jersey Mike's recent spirit nights earned us the same amount - \$135 each. Still earning Lowes Foods rewards throughout the year, but keep in mind you have to renew every year for it to qualify.
 - Membership Dues – we paid our dues - \$1080 plus \$12.74 stripe fees in District PTA fees. Next year the dues will be raised so we'll need to up our numbers.
 - Curriculum Enhancement Technology – went up \$3000, included Reflex site license and training for teachers. This is now maxed out.
 - Insurance paid - annual premium of \$590 for liability insurance required by SCPTA

- Special Needs – we covered all scholarships for 4th grade trip, who doesn't do any sort of fund raiser like 5th grade does.
 - 4th grade scholarships for Chattanooga field trip - \$1,356.50
 - 5th grade scholarships for DC field trip - \$1,643.50
- Mini Grants - we hosted a mini-grant meeting on Monday, October 23rd to review 9 grants with Mr. Burgess, Ms. Phoenix, Lindsey Crandall and Nicole Bengard. All grants were approved in the amount of \$3,708.51 of our \$4,000 budget. As we do not have enough funds to offer another grant of \$500, we will not hold a spring mini-grant program.

Grants were issued to purchase:

- Flexible seating
 - Warehouse Theater Visits to 3rd grade Challenge - 3 visits
 - Cooking ingredients for SPED classes and the International Lab
 - Free play manipulatives for Guidance
 - Reading and math manipulatives
 - Supplies (3D printer filament) for Steam Class Superhero Project
 - Supplies for 5th grade Putt-Putt Project (pant and art supplies)
- President's Report – Lyndsey Crandall
 - Update: Treasurer Search
 - We have somebody who is interested in taking over the role! She will be shadowing Nicole.
 - This means that she will roll off as Dana's yearbook successor, so we will be looking for a yearbook chair. If anyone is interested in that please let me know.
 - We'll have a vote in January to make it official
 - Recap: Fun Run Discussion Meeting
 - Our Fun Run meeting to discuss how to go about the Fun Run next year went VERY well. We are lucky to have so many people with such great ideas who care about our school. We discussed what worked with Boosterthon and what didn't, as well as the feasibility of a homegrown fun run.
 - We decided to forego using Boosterthon next year.
 - Sara Fox and Lauren Plunk are on board to co-chair a Fun Run next year, and I think they will do an amazing job! If you are interested in being on their team and helping with the planning process, please reach out to them or to me!
 - Staff Lunch Break: Friday, 11/17
 - Alicia will talk about the details of the actual lunch this month, but we have a small change in logistics. Admin is allowing us to hang out with the classes for an extra 10-15 minutes so the teachers can enjoy their meal a little longer.
 - I will have a schedule available on the day of that will tell volunteers where their classes should go after lunch (recess, related arts, or classrooms.) They will need to be level 2.
 - Don't forget to utilize Newsflash & Social Media for your committees
 - Mary Latrick for Newsflash, get it in by Thursday
 - Nicole Martin for social media
 - Please note "Important Dates"
 - We have skate day next Friday
 - Also have the Backpack Buddies food drive next week
 - Spirit Night @ Duck Donuts next Tuesday
 - After Thanksgiving Break we will have our Kids Helping Kids drive, but the planning has already started.
 - This is a program designed to help kids get 'school ready' and provide them with anything that separates them from other kids at school. So things like a backpack, lunchbox, water bottle, and other school supplies. Or Pajamas, a blanket and stuffed animal so they can participate in class PJ or movie days.

- One note about holiday parties. I will get any guidelines from admin and communicate that with Sara Street, who will be in touch with room parents about planning the winter parties.
- Committee Reports:
 - Backpack Buddies- Mary Latrick & Layne Morton
 - Next week is food drive. Need milk, pop-top veggies, juice, ramen and granola the most. Flyer goes home this week. Clemson versus Carolina theme.
 - Holiday Shop- Stacy Edwards and Sallie Smith
 - This year we are doing Monday to Friday to spread it out a little more and it won't be as stressful. We need time to get inventory updates each day by noon. Once we get schedule from McFadden, we'll send out sign-up genius for volunteers. We'll setup Friday before it kicks off.
 - Kids Helping Kids- Julie Rose & Alicia Kamlet
 - Need to send an email reminding teachers of the Kids Helping Kids box. Flyers went out to parents this week, the deadline is the 14th.
 - We shortened the drive to 3 days to conserve volunteer time this year.
 - Reflections- Courtney Rhoades & Laura Kudey
 - Promo video is officially on social media. Will send an email out through Room Moms (Sara Street).
 - The Google form is out, all submissions will be online.
 - Theme is "I am hopeful because" which is more relatable for children this year.
 - Spirit Nights- Megan Saltmarsh & Corey Gilbreath
 - Duck Donuts coming up, it will be all day 7 am - 8 pm
 - We're going to pass on doing one in December
 - Staff Lunch- Alicia Kamlet & Jen Holly
 - Sign-up genius going out, we should be good on volunteers
 - Waiting to hear back from Honeybaked Ham
 - Other Committees as needed
 - I Read – just started last month. Classroom gets a prize on Friday if they have the most participation. Just have to participate, book review not required for that.
 - Skate Day - Pajama day theme next Friday – flyers will be going out next week.
- Adjournment – 10:38 am

Minutes respectfully submitted by Amanda Williams, PTA Co-Secretary

Important Dates for Upcoming Events

NOVEMBER 2023

Thursday, November 9

Monday- Friday, November 13- 17

Tuesday, November 14

Friday, November 17

Wednesday, November 22-Friday, November 24

Wednesday, November 29- Friday, December 1

- PTA Monthly Board Meeting- 9:30 AM in Cafeteria
- Backpack Buddies Food Drive Week- "Clemson VS USC"
- Spirit Night - Duck Donuts on Pelham Rd
- Spirit Day
- November Birthday Celebrations
- Staff Lunch Break
- Skate Day- 3:30-5:30 PM at Taylors Roller Sports
- NO SCHOOL- Thanksgiving Break
- Kids Helping Kids Drive

DECEMBER 2023

Friday, December 1

Monday, December 4- Friday, December 8

Thursday, December 7

Friday, December 15

Tuesday, December 19

Wednesday, December 20- Wednesday, January 3

- Fall School Picture Make Up Day
- Kids Helping Kids Drive-Last day
- Holiday Shop
- PTA Monthly Board Meeting- 9:30 AM in Cafeteria
- Spirit Day
- December Birthday Celebrations
- HALF DAY- Winter Break / End of 2nd Quarter
- Winter class parties
- NO SCHOOL- Winter Break