



August 25, 2015 Meeting

- I. Welcome
- II. New Business
 - a. Open Positions
 - Board Member Open Positions
 - a. Secretary
 - b. Treasure for next year. Shadow Renee this year.
 - c. Headroom Parent Coordinator
 - d. Committee Coordinator
 - Committee Chair and Co-Chair Open Positions
 - a. Book Fair
 - b. Bear Wear
 - c. Race Director for Paws to the Pavement
 - d. Staff Appreciation
 - e. POSSE
 - f. Box Tops and Labels for Education
- III. Wish List Items
- IV. Shoparoo
 - We currently have 44 supporters. We earned \$115.00 in the 2015 school year. You can submit receipts up to 2 weeks. This is such a super easy app. Just by taking pictures of your shopping receipts. It's that easy and just takes a few seconds. The best part is that it doesn't matter where you shop or what you buy - every receipt counts! Referral code: sow56774 Download the free app here: <http://www.shoparoo.com>.
- V. Open Discussion
- VI. Upcoming Events
 - a. New Student Picnic – September 2nd 12:00 pm – 2:00 pm
 - b. Spirit Walk – October 9th rain date October 16th.

PTG Member Meeting Minutes **Tuesday, August 25, 2015**

In attendance:

Mr. Leal, Principal
Tracy Leibig, President
Erinn Allison, Vice President
Renee Scheer, Treasurer

Members:

Anne Pereira
Michelle Gerhardt
Marilyn Shanley
Christina Walaszczyk
Annie Dato
Stephanie Decker
Mabel Rosko
Sarah Willis
Kim Bowersox

Prospective Members:

Sondra Romano
Christy Carabello
Jamie Oatley
Breanna Johnson
Danielle Miller

I. Welcome

- Tracy opened the meeting by introducing the PTG Board.
- Tracy stated that the main idea of the PTG Board is somehow confusing to members and member involvement is declining.
- The PTG Board is structured to guide members.
- It's not the responsibility of Board Members to take on Committee Chair roles if there's a vacancy.
- The Board recommended expanding Board members to 7, which could lead to more member involvement.

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- A hand-out is passed out describing responsibilities for committee jobs and positions (description is indicated in minutes).
 - Recommendation of new board positions:
 - Headroom Parent Coordinator: Liaison between President and Head Room Parents.
 - Communicate events and guidelines.
 - Work with President to communicate necessary information of classroom activities to HR Parents. I.E. SpiritWalk, Halloween, Christmas, other holidays, track and field and end of the year party.
 - Committee Coordinator: Work with the VP organizing events.
 - Members recommend that it's necessary for 5 Board Members. HR Parent Coordinator will be added. Once a member is nominated, they will be voted into the Board.
 - It's also a good idea to increase board members because there are times when personal responsibilities may interfere with tasks or events being accomplished.
 - Members should make three (3) year commitments to board or committee positions.
 - Marilyn Shanley will co-chair with Michelle Gerhardt for POSSE.
 - Kim Bowersox will co-chair Box Tops with Cristina Walaszczyk

II. Wish List Voting for Teacher Items

- Tracy explained the process of determining the wish list items: the PTG President and the Principal meet together to review wish list items submitted by teachers to determine the benefit for the school. The PTG Board reviews the items. Members vote on items selected.
- Members asked if they could be more involved in the Wish List items. The Board didn't object to this request.
- (13) ELMO projectors were voted on. Before this meeting Tracy Leibig requested Mr. Leal to purchase from discounted website. The discounted price for a qty of (13) is \$4,300.00. The projectors were approved by a unanimous open vote to members.
- For STEM/GATE (supports K-6): Carpet for kids to be used in new computer lab; \$585.00. Biodegradability kit; \$216.00. ELMO Document Camera & projector \$1,093. (different model then the 13)

Open Discussion

1. Stephanie Decker asked about elections and when they can occur. Tracy responded with explaining that when there's a vacancy, members can be nominated or volunteer for the opening. Elections are held in the Fall or the Spring when necessary.
2. Mr. Leal suggested that we present all wish list items to the PTG membership in case they may be fulfilled otherwise within the community.
3. Stephanie asked for by-laws to be distributed.
 - a. By-laws will be distributed at the Fall mtg.
 - b. Renee briefly explained by-laws.
4. Christy (prospective member) suggested that PTG host a member social for recruitment, where at the values of being a member could be addressed.

5. Sarah Wills asked to have more PTG meetings to keep PTG current in the members' minds. Many members agreed and asked for both afternoon meetings (perhaps to accommodate teachers) and evening meetings. Questions arose about babysitting services for the children and Stephanie and Mabel both are aware of service groups that would be able to help babysit. It was agreed that we would look into more frequent meetings, accommodating both afternoon and evening times.
6. Members and prospective members requested a PTG calendar of events and activities, including meeting dates, for the entire school year to be set up in advance and shared prior to the first PTG meeting.
7. Members and prospective members were asked to think about filling a board position or a chair or co-chair position for committees. Members asked for detailed duties of these positions that needed to be filled so that they can determine what a good position for them might be.

Secretary:

- Bulletin board
- Newspaper articles
- New Student Picnic
- PTG Board and general meeting minutes
- PTG newsletter
- Administrative duties, i.e. copies, membership packets, assignments from President

Treasurer:

- Membership Dues
 - Budget and finances
 - Excuse pads
 - Online donations
 - Coordinate pick up of money at Book Fair
 - Pick up money at events – Santa's Secret Workshop, Paws to the Pavement, etc.
8. A question about how many members in PTG. 144. Attendance at meetings is low. Member involvement in the Board and Chairing events is low.
 - a. There have been only 3 members on the board for 2 years. There have been vacancies for chairs and co-chairs for over 2 years.
 9. Mr. Leal thanked each person for attending and to ask the prospective members to spread the word about PTG and be recruiters of other parents.
 10. Annie Dato volunteered to co-chair Teacher Appreciation Luncheon with Stephanie D.
 11. Annie stated that Elisa Diego has interest in filling a chair position.
 12. Annie and Elisa will not be organizing this year's Coat Drive.
 13. Members suggested having a table at BTSN's. BTSN- 9/2, 9/17, 9/22 at 7pm
 - The administration supports a table. However, members will need to volunteer for a schedule.

Respectfully submitted: by Tracy Leibig, President