**PTA Board Meeting  
August 25, 2016  
7:00 PM**

Lisa Seigel  
Jenna Gibson  
Liz Rogers  
Manuel Contreras  
Beth Thomas  
Mark Tallo  
Lisa Buttner  
Jen Reilly

Lisa Updates

* New school secretary (Spanish speaking) and assistant school administrator

Approve Minutes: July meeting

***Approved: Unanimous***

* Priorities: Communications, Academic Enrichment, and Advocacy

Separate Committee Meeting Notes

* Academic Enrichment
  + Mini-grants
  + After school programs
  + International/Career Day—downsize to partial day, target to age groups. Still undecided.
  + Will get input from teachers
  + Role of PTA: homework help after school, reading to kids after school
  + Substitute teachers: concern that there are too many days with substitutes, losing instructional opportunities, lack of Spanish speaking subs. Could we plan ahead for teacher service days and schedule career day/etc. during those days.
  + Teacher survey planned: Dana (2nd grade parent). Will do in September.
* Communications
  + Spanish language Facebook group- Victoria and Myra. Will present it at Open House.
  + School has robocall and email—we should maximize this for PTA.
  + Suggesting that school puts PTA 2-week event list in the robo-email (not the voice mail) and include links to website and principals’ letters, etc.
  + Suggested to post all Wednesday folder flyers on website every week.
* Advocacy
  + Committee has not yet met

Long Branch Apartment Explosion Update

* New Hampshire Estates/Oak View district—15 or so families
* Cecilia at Linkages reports that families have been placed into new homes
* No immediate need, but financial donations welcome

Budget Update

* Expected income: $18,400
* Maximum expenses (unlikely to spend in full): $26,620
* Field trip line: should come in at least $1,000 below what’s listed because of unspent funds last year.
  + Last year gave $800 to 4th and 5th and for lower grades, provided remainder amount to make up $800 total.
  + PTA needs teachers to report how funds are spent and provide a plan for how much they need. Ask for invoice/reimbursement rather than giving a general pool.
  + Create a simple contract/agreement for teacher/grade leads to know what to report.
* Hand dryers installed
  + Soap dispenser problems?
* ***Budget Approved: Unanimous***
  + Will put to vote by general PTA membership in September

Mini Grants

* Proposal that mini-grants are awarded only to PTA members—to motivate teachers to join. Would go into effect in one year, with preference for members this year.
* Less than one-fifth of staff are members now.
* Can we include a question in survey about teachers’ perceptions of the PTA and why they are or are not a member.
* Emphasize no time commitment, just allows advocacy representation.
* Concern that teachers would only join for mini-grants, or would not apply for mini-grant. Maybe allow anyone to apply but to accept it you have to join.
* Give examples of how teacher membership helps the PTA make the school better.

**Conclusion: Don’t mention preference, but include a question (are you a PTA member?) and a reminder that PTA supports mini-grants. Include questions about PTA and survey.**

Survey: Questions to Include

* Value of Career Day/International Festival, GeoBowl
* PTA membership
* After school enrichment
* Gardening curriculum
* Room parents/ Grade parents—include language about why this has been difficult and ask what teachers want from it or how important it is. Need follow-up, open end.
* Other/Anything not covered.
* Ask for grade level and role
* Try to increase participation by going to team meetings and offering a paper version.

Dates

* Back to School night is on our usual first general meeting night (first Tues)
* Best option is Tues 19th. Next PTA meeting would be October 19th. Skip November. Jenna and Beth will reserve.
* Kindergarten picnic 24th.
* Garden Committee meetings second Tues of every month.
* Retire Craft Night. Continue with Bingo/Game Night (Myra), Latin Dance (Myra), and Fun Fit (Lisa).
  + Bingo early in the year
  + Combine Latin Dance as a module as part of a Hispanic Heritage event
    - Bring musicians—Lilo (Margarita)
    - Potluck food
    - October
    - Have the Latin community organize, ask them what to include.
    - Later in the year could we do a similar one for Black History month and/or other international cultures.
    - International culinary festival.
    - Manuel to call Flor and Myra
    - Woman who brought food for Fun Fit fest—could come back.