

# SWES PTA BOARD MINUTES

Southwest Elementary School - High Point, NC

July 24, 2023 4:00pm | Meeting called to order by Brandi Franks-Odeh, President

## In Attendance

<b>Brandi Franks-Odeh</b>	<b>Christy Graves</b>	<b>Maria Schnaith-Ivan</b>	<b>Toneysha Frisby</b>	<b>Jodi Johnson</b>	<b>Casey Lloyd</b>
<b>Brittany Ivey</b>	<b>Shaunda Menke</b>	<b>Emily Barnes</b>	<b>Jennifer Skender</b>	<b>Alison Snyder</b>	<b>Rachel Cole (virtual)</b>
<b>Sophia McDougal</b>					

## Approval of Minutes

Granted access to all members for minutes approval for next visit.

## Board

Brandi Franks-Odeh called the virtual meeting to order at 4:05 pm in person

## Budget

- Rachel Cole, Treasurer
- Worked to transition last year to this year and has worked with Emily Barnes to coordinate.
  - Dues will change secondary to increase of dues online, will need to adjust for expense and income secondary to increase from State and our dues.
  - We are now charging \$10 per person
  - 335 target membership goal (school population of 860 estimated)
  - New income for membership should \$3,350
  - State fee for membership expenditure should be \$1758.75
  - Fundraising Changes to Budget:
    - Need to remove Attractions
    - Can we increase amount of Boosterthon to adjust (60,000 and 30,000)
    - Spirit Rock: Getting a new rock (approval made, need to pay for moving \$175). Raise income to \$500. \$175 for Expenses (for moving).
    - General Donations: increase to \$1,000
    - Spirit Wear: doing pre-orders and will not need to pay for stock. Leaving line item.
    - Yearbook will need to be removed, as school gets this.

- Sponsor a Staff Member: give to Brittany to come up with a plan to determine how much we need.
  - All For Books: Keep \$75 from “round up” (as we have carryover from years past to spend this year)
  - General Carryover can be removed due to “funds available” being already listed
  - Desired carryover for 2024-2025 year. Need at least \$10,000
  - Mindfulness (Turtle) Garden need to change to \$300 expenses, not income
- Quorum: members present
  - Vote to Approve 2023-2024 PTA Budget will occur via a Zoom/Google Meets
    - Meeting Thursday at 5:30 pm Zoom/Google Meets

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## Principal's Report

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- New Assistant Principal Sophia McDougal started today and able to attend today's meeting
- Floors being resurfaces and painting to happen for new year
- Excited for the new year to start and making preparations
- Trying to break Guinness Book of World records for cereal box dominos: over 7,000 (had over 400 last time)
- Moving to 7 day rotation for Specials. Will have a new special of Cowboy Roundup for character buildup. Will use community members to come in. Will have this when there is an itinerant special on a Wednesday.
- A Specials Spotlight Night for each grade level
  - November 9th 5th Grade
  - December 14th Chorus Performance (Southwest Sound)
  - January 18 4th Grade
  - February 15 3rd Grade
  - March 14th 2nd Grade
  - April 25th First Grade
  - May 9th Kindergarten
  - Could have quick and brief PTA awareness at each night
- Girl Scout for her final project has finished the last trailer for a Sensory Room that all children can access for sensory or de-escalation; ribbon cutting ceremony date pending.

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## Committee Reports

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- Events Calendar:
  - Brandi presented the calendar and had shared previously
  - Jenny Skender states that there are some events listed that she does not want to lead, but is willing to help
  - Popsicles in the playground: an event for new families or those returning after hiatus invited to join. Will be August 13th in the afternoon from 5-6 pm. A place for them to meet friendly faces, will send out a Sign-up genius for volunteers. Will have coolers and plan for no access to school.

- Will need to announce no bathroom availability
- Teacher Training day will have some of executive board present
- Hispanic Heritage dates need to be finalized
  - Will reach out to middle school and high school to possibly coordinate together
- Book Fair:
  - All For Books: will need to train the Book Fair coordinator to plan ahead
  - Currently in November and this is when Jodi can help with training. Have done it in February before and it was successful.
  - May need to have Scholastic train new members on All For Books and other aspects
- Holidays around the World:
  - What do you celebrate in winter
  - Could be a lot of work
  - May need to talk to DEI committee and partner
  - Could put a sign up sheet at orientation to assess interest
- Adult/Child Dance
  - Used to do something similar with PBIS as a fundraiser
  - Could sell items at event, could charge admission
  - Could do in the gym and mark off hallways for people to use bathroom
  - In past, did pizza and tv
  - Casey Lloyd motioned to have dance. Christy Graves, second. All quorum present approved.
  - Could bring in a box of cereal to reduce cost of something
  - To have in March?
- Candy Grams
  - Will need to decide if cookies vs Blow Pops
- School Bus Appreciation and John Williams Appreciation (February 7th is school cross walk appreciation day, could do something with car riders collecting)
- CommUNITY February 22, 2024
- Disability Awareness Day
  - Could use DEI toolbox
  - Could tap into families who use services and counselors
- Talent Show: need to get someone who will lead
  - Recommended to not do on Friday due to recitals for dance
- September 29th Movie Night

- Advocacy Committee
- Fundraiser
  - Attractions Book:
    - Yays: 5
    - Nos: 6
    - Will need to remove that item from budget income as Attractions Book fundraiser was not approved
  - Boosterthon: We give away 50% of donations accrued
    - Have to decide at the end of Boosterthon if you want to use Boosterthon again
    - Boosterthon is where the majority of the fundraiser comes from
    - October 16-24th
  - Jodi presented idea to look at a Color Run to raise awareness awareness for Holi (Indian and Pakistani holiday)
    - In March is Holi and Spring
    - Ms Lloyd cautions that there were a lot of events in March
- DEI Committee
  - Adding Meetings Jan 23, Feb 13, March 12, April 9, and May 14, 2024 to event calendar
  - Sent out report with her ideas
  - Wants to focus on raising awareness and involvement from a community perspective
- Membership Committee
  - Welcome Packet for new families
  - Ideas for school website (overlap with DEI)
  - August 13th for Popsicle in the Playground
  - Open House bracelets
- Teacher/Student Appreciation and Programming
  - Will send out sign up genius
  - Brittany has connections with Sheetz and expects they may donate
  - Popsicles for students: will do monthly except winter months
- Old Business:
  - Spirit wear prices the same as last year
  - Tumblers, lanyards, and bracelets need to be purchased in advanced
  - Already have 60 magnets
  - Need to do inventory report of old shirts
- New Business:
  - Restaurant Night: Chicken Salad Chicks, Odeh's, and City BBQ (maybe?)
  - Can staff come out to help at restaurants?

- Photographer? Partner with someone who is trying to get their business. \$40 for a couple of photos. Can make a social media post to ask for a photographer.
- Training for how to submit a money request and how long to expect the turnover. Subcategories for things like Petty Cash. We want to make people have the perception that it is easy to get the money.
  - The Spend request and Plan of Work
- Have a PayPal account, have a stripe reader, treasurer will research ideas to use going forward

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### Announcements/ Questions/ Open Floor

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- Will need to move Meeting Minutes from last year and this year to the general folder for SWES PTA
- Meeting will be August 1, 2023 in person

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### Next Meeting

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August 1, 2023 in person

September 12, 2023 DEI Meeting

Meeting Adjourned at 7:06 pm by Shaunda Menke, Secretary