

**Southwest Elementary School**  
**PTA Board of Directors Meeting**  
**November 4th, 2019**  
**6:30 PM Media Center**

**I. Call to Order**

- Amy Wilcox calls the meeting to order at 6:36PM
- Introductions

**II. Installation of Committee Chairs**

- Amy Wilcox explained the process to identify our 2019-2020 Committee Chairs. Amy stated that there has been many discussions with Guilford County Council of PTA (GCCPTA) and the North Carolina PTA (NCPTA) to help the Executive Board understand and adhere to the Bylaws. Amy stated that our PTA had not followed proper procedure in the past and apologized for those mistakes. She also apologized on behalf of the Executive Board in the delay for the installation of the committee Chairs.
- Tyrone Green, President of GCCPTA, addressed the group. He stated that, as President, he expects all the PTA to follow the rules exactly and took some of the blame for the angst felt by our PTA.
- The following Standing Committee Chairs were installed:
  1. Emily Barns – Audit Committee Chair
  2. Kelly Beane – Nomination Committee Chair
  3. Heather Thacker – Membership Committee Chair
  4. Beth Talent – Beautification Committee Chair
  5. Melissa Shively – Volunteer Committee Chair
  6. Jodi Johnson – Communication Committee Chair
  7. Jolane Korson – At Large Board Member
  8. Kristen Sipe – Year- Long Fundraiser Co-Chair
- The following Standing Committee's have open Chair positions:
  1. Advocacy Committee Chair
  2. Finance Committee Chair
  3. Fundraising Committee Chair
  4. Spring Fundraising Co-Chair
  5. Program Committee Chair
  6. Two (2) At-Large Board Members
- A question was asked if the role of the Advocacy committee could be better explained. Melissa answered that the Advocacy Committee is one of three standing committees that the PTA is required to have. The biggest role of the PTA is to advocate and elevate the children to have the best learning environment possible. For Southwest, some of our advocacy is focused on the overcrowding issue and communication between the City of High Point and Guilford County. Jodi suggested that Advocacy could be the key to getting the true information out. Mr. Green said that Advocacy is the glue that holds it all together.

- It was suggested that we publish the dates of the next School Board meetings. The next meeting is Nov 12 at 712 N Eugene St in Greensboro.
- Mr. Green said that the GCCPTA meetings are the Second Thursday every month, and he encouraged everyone to attend.

### III. **Principal Report**

- Principal Thigpen started by saying thank you for the support during Boosterthon. She felt it was a huge success and a lot of fun. She especially liked the huddles and how they helped integrate character education. Boosterthon was also a huge success in terms of raising funds.
- Principal Thigpen went on to say that the next Leadership Team meeting was tomorrow. They are continuing to focus on the School Improvement Plan and the targeted indicators each month. This year, there is a big Country push for a Multi-Tiered System of Support (MTSS). They are continuing to look at how we are focusing on daily instruction for the classroom and the whole group. They want to dig deeper to meet the individual needs of the students.
- First Interim assessments are finished. For third, fourth and fifth, their scores in reading, math and science are the first or second highest average in all areas.
- Mildred Poole wanted to clarify that there are parents on the Leadership Team. Principal Thigpen said we have three: Wood, Winston and Sipe.

### IV. **Teacher Report**

- Tobin said there was nothing to report except to say how successful Boosterthon was from the Teacher's perspective. The students were very enthusiastic and especially liked the videos.

### V. **Leadership Report**

- See above under Principal Report.

### VI. **Treasurer Report**

- Kelly reported that the 990 form has been submitted.
- Melissa described how to read the budget form for those who were new.

### VII. **Committee Report**

#### A. **Box Tops/Coke Rewards**

- Nicole was not present, but reported to Amy that she submitted 3550 box tops at 10 cents apiece and she submitted 49 special certificates at 10 cents apiece for a total of \$359.90. We were not sure if that included the \$71.30 from the App.
- We want to make sure that the information is getting to the parents that clearly explains the new process for Box Tops and how to use the App.

#### B. **Boosterthon**

- The 4<sup>th</sup> Fun Run was held on October 31<sup>st</sup>. The goal was to raise \$30,000. As of Friday, we had raised \$32,384 with more that could still come in. That amount is our profit. We raised \$4500 from 12 sponsors which completely covered the cost of one shirt for every student, staff and teacher. The cost for the shirts was right at \$4000. Therefore, we didn't have to pay for them at all this year. There

was a lot of positive feedback about the shirts and having them be Southwest green. Now, every student has a spirit wear shirt.

- Principal Thigpen questioned how the Boosterthon items worked out on our budget. It was explained that the items were broken out to show how the shirts were paid for by the sponsors.
- Tobin suggested leaving the décor done by Amy up for longer. Everyone really enjoys it and it brightens up the front lobby.

#### **C. Reflections**

- Jolane reported that there are doing collections this week. They had 60 participants turn in a form this year which is up from 50 last year. Judging will be on the 14<sup>th</sup>. There is a judge that specializes in each category: art, photography and literature.

#### **D. Restaurant Spirit Night**

- Kristen reported that we have had a great start to Restaurant night so far this year. We have raised \$708 from 3 restaurant nights so far. That includes two Chick Fil A and Texas Roadhouse. We are still waiting on the check from the McCallisters night.
- This Thursday is Chick Fil A all day.
- Salsarita's night is on the 19<sup>th</sup>.
- Cookie Grams started this week. We are doing Thankful Grams this year. So far, we have sold 13 in the morning and 32 online. There were volunteers signed up for almost every time slot but a few the Awards Ceremony Friday.

#### **E. Spirit Rock**

- We had no report from Spirit Rock, but they have raised \$180 so far this year.

#### **F. STEM Night**

- STEM Night is November 7<sup>th</sup> from 6:00pm-8:00pm.
- We won the 2019 STEM + Families Science Festival Grant sponsored by Bayer due to the application filled out by Johanna Lemmonds. Since the grant is a PTA Contract, there has to be a PTA member as the Point of Contact. That person is now Megan Bocci. The funds from that grant will be used for the Spring STEM night.

### **VIII. Old Business**

- Jodi made a motion to approve the minutes from last month. Jolane seconded the motion. Amy called for a vote. The motion carries.

### **IX. New Business**

- Teacher Mini Grants: This is new this year. It was designed to take the place of Box Tops money being designated to a specific teacher when they changed to the App. It also takes the place of each grade level getting \$100. Teachers may apply for and receive the mini grant 1 time per year. The grant amount ranges from \$50-\$100. The grant application will go live tomorrow. They application will have to go to approval from Principal Thigpen prior to coming back to the PTA. It is due back, with Principal approval, by the End of Day on the 1<sup>st</sup> Monday of every Month. It will be approved or denied by the 3<sup>rd</sup> Monday of every month. We want to encourage teachers to be as descriptive as possible when filling out applications.

- Fine Arts Night will be on November 21<sup>st</sup>. We wanted to take a moment to applaud the efforts of Ms. Tran and Ms. Kelly on working together to make this night happen. Ms. Tran teamed with a local Boy Scout group at Immaculate Heart of Mary to get mobile art displays made for the school. They are just working on where they can be stored. This was a great example of finding ways to work with the community.
- We now have a Volunteer Code of Ethics for the PTA that was created in consultations with GCCPTA and NCPTA. All PTA volunteers will be required to sign the Code of Ethics. We will be sending out to all volunteers who are not at this meeting to get signed copies back.
- Amy McDowell took a moment to let the Board know that, after 13 years of volunteer service at Southwest Elementary, she will be stepping back from volunteering. She has accepted a full-time position. This Board thanks Amy for her many years of service and wishes her nothing but the best in her future endeavors.

**X. Adjourn Meeting**

- Amy Wilcox adjourns the meeting at 7:34PM

**Presided over by:**

**Amy Wilcox, President**

**Megan Bocci, Secretary**

Approved on: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name:           Megan Bocci