

Southwest Elementary School
PTA Board of Directors Meeting
August 19, 2019
6:30 PM Media Center

I. Call to Order

- Amy Wilcox called the meeting to order at 6:40 pm

II. Ice Breaker

- Amy Wilcox initiated an “Ice Breaker” of writing five things you like on a card. Once everyone was finished, we all read the items out loud to see that we have more things in common than we might have thought prior.

III. Executive Board Introduction

- Amy Wilcox initiated by having everyone go around the table to introduce themselves and what committee they work on.

IV. Executive Board Vacant Position Nomination

- Vice President Vacancy: Amy opened the floor to nominations. Marlena Nominated Melissa Shively, who accepted the nomination. Jolane seconded the nomination. A vote was then called. The motioned carried unanimously.
- Communications Vice President Vacancy: Amy opened the floor to nominations. Jolane nominated Jodi Johnson, who accepted the nomination. Marlena seconded the nomination. A vote was then called. The motioned carried unanimously.

V. Principal Report

- Principal Thigpen updated us on the teacher development that was occurring this week for any teacher who had not already fulfilled the requirement during the summer. They would have a large staff meeting tomorrow before the open house on Wednesday.
- Principal Thigpen spoke at length about discussions she has been having with Dr. Tony Watlington, Chief of Schools for Guilford County Schools, and Scott McCully, Chief Operations Officer for Guilford County Schools. They have been out to tour the school twice this summer to discuss Principal Thigpen’s concerns about the growing number of students and staff that have no place to go. The GCS representatives admitted that the situation is difficult at Southwest Elementary. They made reassurances to Principal Thigpen that the county would work on getting the school an undisclosed number of trailers to help with overcrowding, but informed Principal Thigpen that they could take three to six months to have in place.
- For the start of the current school year, STEM and Media Center will be combined in the Media Center. We also gained four teachers this year. We currently have one open position in Second grade. Principal Thigpen is waiting to see final enrollment numbers prior to filling the position.
- Finally, Principal Thigpen informed us of the High Point Community Grant that she is attempting to secure. There are two grants. The smaller one is called the Principal’s Grant. The larger one requires a community sponsor. To that end, Principal Thigpen

has been in discussions with SAMET and Volvo to be the community partner. Principal Thigpen is under the impression that SAMET will be willing to be the needed partner. The due date for the grant is next Spring.

- SAMET will also be providing Southwest Elementary School with a new sign that will be more visible to all traffic on Southwest School Road.

VI. Bylaws

- Melissa Shively, Vice President, explained the importance of understanding and following the Bylaws as a PTA group. She encouraged everyone to print a copy to have for themselves and to read through them. She explained that the bylaws can be found on the website SWESPTA.org.

VII. Treasury Report

- Kelly Beane, Treasurer, explained the use of the new budget forms while making the budget for the 2019/2020 school year. There have been several changes and new line items added such as Petty Cash, and Investments. There was a discussion about how the Box Top campaign would be changing this year (see below).
- There was a question about the line item "Physical Fitness" and why it had such a large amount of funds. It was explained that this was money being saved for new playground equipment. The suggestion was made to make that clearer so as to avoid confusion.
- There was also a question about the line item "PTA Overhead". This was clarified to mean bank fees, website fees, insurance payments, and conference fees.
- It was noted that there is an immediate need for an Audit Committee. We need three people to make up the Audit Committee. Rachana Prabhu volunteers to be on the Audit Committee.

VIII. Committee Report

A. Boosterthon

- Amy Wilcox stated there will be a meeting with Sara from Boosterthon on Wednesday. Boosterthon is set to kick off with a pep rally on October 21st. The fun run is set for October 31st.

B. Box Tops

- During the Treasury Report there was a long discussion about the Box Top campaign changing this year. General Mills is shifting to a scanning service for box tops instead of mailing them in to the company. This change means that the teachers will no longer have a specific amount that they raise. Instead all the money goes into one fund for "Southwest School". We will then ask the teachers to request money from that fund in a similar fashion to how a grant would work.

C. Coupon Book

- Amy McDowell stated the coupon books would arrive either the Tuesday or Thursday of the first week of school. There will be two new incentives for sellers this year: a cash crawl, and a field trip for the top 20 sellers.
- There is a need for new committee members on this team to start learning Amy's role as she will not be continuing in this position next year.

D. Cowboy Roundup

- Amy Wilcox stated that this is a goal on hers to get the Cowboy Roundup restarted. There was mention of partnering with service learning and/or character education

E. Website/Email

- Jodi Johnson stated that the new website for the PTA, swespta.org, is officially running. Jodi wants to continue to grow the website during the year, adding on individual pages for each fundraiser.

IX. Old Business

- Amy Wilcox asked for old business. There was no new old business to discuss

X. New Business

- Amy Wilcox asked for new business. Marlena asked for a better description in the classrooms of what a “Room Parent” and a “Room Helper” is for open house. Amy stated that this has already been done.

XI. Adjourn Meeting

- Amy Wilcox adjourned the meeting at 8:16 pm.

Presided over by:

Amy Wilcox, President

Megan Bocci, Secretary

Approved on: 9/9/19

Signature: _____

Printed Name: Megan Bocci