

**COTSWOLD SCHOOL**  
**Minutes – PTA Board Meeting**  
**September 1, 2016, 9:30am**

**Call to order**

Stacy called to the meeting to order at 9:28am

**Board Members Present:** Stacy Beard, Ali Hoce, Morgan Cromwell, Emily Petersen, Kelly Catanese, Alison Tennent, Natalie Meek, Jena Holoman, Mandy Price, Michele Abels, Kathryn King, Susie Wilcox, Jody Para.

**Staff Members Present:** Alicia Hash, Genny Murrell

**Board Members Absent:** Katy Burge

According to the bylaws, a quorum consists of a majority of Board Members (8/15). With 14 out of 15 Board members in attendance, a quorum was present.

**Approve Meeting Minutes – June 21, 2016-** approved

**Principal's update – Ms. Hash**

- Kindergarten class is 20 students less this year, which is good news as we hope to maintain 7- 6 classes per grade
- Carpool is going well, the walkers are great, buses still working out some kinks
- 10a this morning our school grades will be released
- Fox News story about Mrs Blanchett aired Wednesday night)
- Birthday celebration new policy (buy from the cafeteria and price will be deducted from PayPams account)
- This year's theme is: Super heroes, unleash your super power, epic year
- Stay in the know about CMS and all the news by setting up a Google alert- plug in CMS schools, etc
- CMS says they are going to hire a Superintendent in December

**Teacher update-** Ms. Murrell

No updates, getting back into routine, teachers are excited to be back!

**Year end Financial Review-** Mandy Price

Presented the Review from 2015 2016 school year (see attached)

## **Budget Review – Kathryn King**

Submitted budget

Major spends over the Summer:

Turf: July- \$15k

staff breakfast- \$240

Grading: August \$1600

Tree removal: \$5200 tree removal

Agendas: \$1900

?- how are we over- explained \$30k Boosterthon

Budget approved as submitted

## **Committee Reports**

- **Admin Support-** Mandy Price
  - Art Coordinator wants volunteers
  - Exterior beautification- mainly just need to improve participation
    - Idea to get Mentor & Mentees involved
    - Extra recess reward for classes with most students to attend beautification days
    - Idea to involve other school students to get Service hours (Randolph middle, MPHS, etc) (Jessie Harris would be able to help)
  - Grade room parent- they are keeping the 20 adopted staff instead of adding 3<sup>rd</sup> staff to individual classes
  - Interior beautification: Mary Barlow left the school- need to replace her role
    - Mary had started a gallery wall display project- Susie Wilcox to take over
  - Membership wants help
  - Staff recognition:
    - Make the award come from the PTA not staff or students
    - Encourage people through website
    - If by Board meeting day no teacher is selected the Board will select the winner
  - Lost & Found-
    - moved to the stage-
    - Create a box for labeled items
    - Discussion over best practices- decided to let chair have autonomy
    - Students only allowed to go to Lost & Found before 9:15a and after 3p
  - List of needs from Community Partners
  - Report submitted and approved
- **Enrichment-** Susie Wilcox
  - Idea to pick up a shadow for her VP role sooner rather than later
  - Tutoring

- will resemble last year's plan.
    - Target 3<sup>rd</sup> graders
    - North Star roll up to 4<sup>th</sup> grade & get new crew for 3<sup>rd</sup> grades
    - Michele to meet with Fruendt & Hash
    - Ms Haughton will stock folders & lessons and co-chairs North Star emphasis
  - Fri clubs-
    - Susie will send survey to see skills parents have & are willing to volunteer
    - Staff wants more PTA involvement
  - Grant writing- Sept 1 deadline was met for Hometown Huddle Grant- great collaboration from past & current chair to make it in on time
    - Included promise in grant to match grant money from Boosterthon funds
  - IMIB- good shadowing with current & future chair- new chair to rewrite the training manual
  - Men of Cotswold up and running- Susie will circle back with them for a date for the Donuts for Dads event
  - Incoming girls mentor is new- combine meeting with Boy mentor chair to discuss ideas & brainstorm
  - Reading Rocks-
    - New chairs want to revamp- proposed more streamlined and no assembly, instead highlight top readers on Cougar News with prizes etc
    - Discussion regarding assembly/celebration still needs to happen, need recognize people who read and tracked over the summer
    - Mrs Hash will do an outside celebration extra recess- will include all students who turn in Reading Rocks form, Susie to follow up with Reading Rocks Chairs to ensure they will assist with the celebration on Oct 13 like they signed up for last year
  - Backpacks with snacks- need to get volunteers- Merritt has been a one woman show for a while
    - Discussed trying to get Men of Cotswold involved
  - Report submitted & approved
- **Events- Jody Para**
    - Book Fair:
      - Scholarship books is the main concern- idea to send more of a request of sponsorship to families ahead of time
      - Last year keeping track of all the kids who got books was challenging
      - Get list of kids who need books donated from the teachers before Book Fair begins
    - Need a celebrate Cotswold chair
    - Oct 18- Meet & Eat
    - Mother/Son committee-
      - discussion of ideas for event, feel free to email Michele Swain with suggestions

- PNO- date is tbd based on location availability- definitely not the 8<sup>th</sup> of October as currently on the calendar (Ali to make change asap)
- Safe Walk to School- Oct 5<sup>th</sup> – first day
- New Parent Dinner- Sept 6
- Report submitted & approved
  
- **Fundraising-** Alison Tennent
  - Commit to Cotswold- want Mrs Carpenter to do a testimony at Curriculum night (ask is better not coming from parents)
  - Boosterthon- need new chairs as last year's quit. need someone who loves it- any names you think of email Morgan
  - Cougar Kickback wants a shadow- need a nomination- again email Morgan
  - EduKit- request to buy one Kit per class in the future-
    - Agreed to one extra per grade bought every year with PTA funds
    - Reminder that profit from EduKit helps underwrite the cost of agendas
  
- **Marketing/Comm-** Emily Peterson
  - Summer play dates-
    - Chair suggested move time of day of the event to morning and hold the date later in the year after teacher letters are sent
  - Google form for cougar bites & website submissions- VPs be sure to forward to Committee Chairs
  - MSA:
    - Emily needs new updated roster, currently have 226 students (getting from Ms Linton)
    - Publish online directory mid-September
    - Sign company- half price banners
    - Advertising on MSA (add Sean Paone)
  
- **Community Partners-** Jena & Natalie
  - Existing community partners list will be sent- but people can go directly to CP for any inquiries
  - Meet teacher night : \$707 from spirit nights
  - Spirit night addition- once a month SmashBurger spirit night
  - Salsaritas new partner
  - Report submitted & approved
  
- **Advocacy-** Michele Abels
  - Attended CMS feedback session about magnets at MPHS in August
    - Looking to make Billingsville a magnet
  - Report submitted & approved
  
- **Auditing-** Kelly Catanese

- See above from Mandy
  
- **Nominating-** Morgan Cromwell
  - Early start to this job that typically starts in January- (HUGE thank you to Morgan!!!\_
  - Filled several spots- need more parent names
  - Report submitted & approved

**New Business:**

- 2015-2016 Proposed Budget Discussion
  - Boosterthon- need ideas for how to spend the funds
    - Chrome books for 3<sup>rd</sup> grade
  - Discussion of not doing Boosterthon after this year
  - Water fountains
  - 5<sup>th</sup> grade gift could be a water found with water bottle filler
- Calendar Changes – Spirit nights, no Phil Morgan, no Pinwheels for Peace, October 5th Principal Chat
- PTA Volunteer Meeting September 6, 2016- new format
  - Online sign up
  - Committee Chairs to attend if possible & each branch of PTA will sit together
- Sept 15 at 4:30 for any committee chairs that want to talk to teachers- they will be in the Media Center for a staff meeting prior to Curriculum night
- Publix update-
  - bus still resting in same spot on Colwick,
  - still don't have a right turn lane because First Citizens will not sell the easement
  - Lane next summer hopefully
  - Beginning excavation in the next few weeks- we let them know when was not good times for traffic
- Clare's garden update:
  - throne tipped over, broke a book- fixing that now
  - hope to install mid September
  - Huge shout out to Sean Paone for all his help
- Susie Wilcox suggested a Parent University- speaker to volunteer- set aside funds to bring in quality speakers-
  - Decided it was an idea more for SLT
- Susie Wilcox brought up potential partnership with PNC
  - Free checking for teachers
  - One-time donation from PNC- early education focus
  - Susie suggested we move the PTA account from First Citizens to PNC

- Decided Susie will meet with Community Partners directly- not a full Board need of involvement
- PTA Goals for 2016-2017
  - Spending goals
  - Beautification- Mr Cleary benches to be resealed
- Misc:
  - FBI agent to talk to 5<sup>th</sup> grader again this year about social media (Stacy to follow up with Mrs Hash)
  - Work order for CMS:
    - Trailers- Ms Houston & Sparrow- ceiling doesn't meet the top
    - Add tread on trailer steps and ramps
    - Awning for trailers
- Mrs Hash shared the School Grade-
  - Two years ago 2013-2014- C overall, C math, C in reading
  - last year 2014-2015- B overall , C in math C in reading
  - THIS YEAR!!!! 2015-2016 B overall, B in math C in reading (2 points) way up! MET GROWTH GOALS ACROSS ALL AREAS!!! GO COTSWOLD!!!!

#### **Next Steps:**

- Get Ethics forms signed by Committee Chairs (can pick up Tuesday at Volunteer night)
- PTA Volunteer Meeting September 6, 2016
- General PTA meeting- September 15<sup>th</sup>
- BOD meeting September 30, 2016
- Committee chairs need to complete google form for any Community Partner needs they will have all year by Friday the 9th