

North Gresham Elementary School
November 18th, 2019 @ 6:30pm
Meeting Minutes

Location: Computer Lab

Presiding Officer: PTC President Heather Ruggles

Board Members Present: Principal Dr. Tracy Klinger, President Heather Ruggles, Vice-President Richard Heagle, Treasurer Katie Kost, Secretary Angela Britz-Robertson, Volunteer Coordinator Amanda Stanchfield,

Members Present: Catherine Gunn, Misty Reyes-Herrera, Kathryn Lambertcook Adam Stanchfield, Monika DeShazer

Teacher Present: None this month; too busy preparing for conferences!

Principal Report: Last boundary review meeting is tomorrow (11/19), not expecting to make many more changes. Moved apartments from 202nd & Burnside to North Gresham Elementary (kids from those apartments were being bused to Highland). Recommendation goes to superintendent next month.

Drumming performance with Artist in Residence this week, on Thursday and Friday.

Parent/Teacher conferences next week.

Teacher Moment: N/A

Last Meeting Business: Mt Hood final ticket count - 118 (Not 120 as reported last month).

Cookie Dough fundraiser sold 1217 boxes total. Still keeping the table open for a new cookie dough/fundraising company for next year. 1 student earned the top prize, 13 earned Limo-to-Lunch, and three 3 won a \$25 Red Robin gift card. The school earned \$9,376 at \$8 per box. Hoping to make back the difference between last year's cookie dough fundraiser and this year's with the Jog-A-Thon, though, the difference was only \$900, so not a huge difference. The three top things missed with this company over the last were a family plan for the Limo-to-Lunch, better prizes, and more selection for merchandise. When looking for a new company, consider ones that offer at least 40% in returns to the school.

Bookfair made \$7,216.56 - Goal beaten!! Sales goal was \$7,000 (which was 20% higher than last year's). Biggest sale for the school yet. Sales on last day were over \$1,000, also stayed open later last day. School will be rewarded Wednesday with popcorn for students at lunch.

Family Night during Bookfair was a lot of fun. All 12 kids that won during the raffle picked up their prizes, but maybe consider using the intercom next time to call names to be better heard by attendees.

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Bookfair/fundraising improvements for next time: teachers felt bookfair and fundraiser happened too close together, it ended up causing a lot of disruptions with prizes being brought to class to be handed out. Might consider moving bookfair to the week of parent/teacher conferences and cookie dough to September. That would spread out cookie dough, movie tickets, and bookfair. Hard to move Family Night, it is a Title I requirement with its own guidelines. Consider creating a general hashtag for posts and creating a stronger social media presence.

New Business: Teacher Conference Dinner on Nov. 25th at 4:30pm, at the teacher room upstairs. Still need a few volunteers to bring food and to help with setup/cleanup. Email/text reminders to go out Nov. 24th.

Online PTC website - a completely free version will include a subdomain. Or a domain can be bought for about \$15 a year, and a free web builder used to make it look nice. Could be used to host sales and post information about events, or links to either/both. Probably best to use the PTC site to link back to Square for sales to keep financials separate from the basic site but use the site for posting flyers with upcoming information.

Family Event Night Committee - Looked at showing The Polar Express, cost is \$536/year for a license to show movies or \$250 per movie. Consider offering concessions for a small fee and/or charging a small entrance fee to make the cost of licensing back. Could try the cheaper license to see how it goes or could try a secondary company with cheaper licensing. Considering January for the first movie, might also consider a shorter movie rather than a full-length feature that may be hard for smaller kids to sit through. Maybe January 23rd, there is no school on January 24th. 6:30-8pm as a time slot.

Staff Appreciation Ideas: \$1200 budget for doing something for the staff. Possible idea - monthly snacks with a theme. "Orange you glad it's Friday?" Serve orange foods. Monday Dec. 16th is "Chocolate Covered Anything Day" Bring things to dip in chocolate? About 50 staff to provide for.

Box Tops: Moving online. There's an app for recording purchases that will earn Box Tops for the school with an option for including a teacher's name for prize earning in the school. Receipts can also be submitted via email. Currently the school has a goal of \$1,000 to be earned from Box Tops. In the month of October Mrs. Breyer's class had the most Box Tops submitted, but not all submissions included a teacher's name.

Treasurer Report: As of November 8th, all but Sue's check has cleared the PTC account. Merchandise sales of \$872.28. 207 shirts remain, lots of room for profit with remaining shirts.

Movie ticket income increased with fall sales. Only \$183 away from meeting budget goal in sales for the year, will likely exceed that with spring sales.

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No Fred Meyer check for October yet. No November expenses yet. Cookie dough sales only \$900 less than last year.

The following are new expenses for reimbursements submitted and approved:

\$75.00 for Red Robin (Heather Ruggles)

\$217.94 for Classroom Supplies (Mrs. Breyer)

\$205.48 for Family Night (Janet Stinson)

\$100.00 for OR Nonprofit fee Reinstatement (Heather Ruggles)

Meeting Adjourned:

Next Meeting: December 16th at 6:30pm