

Porter Ranch Community PTA

SEPTEMBER Meeting Minutes

September 3, 2014

PRESIDENT'S REPORT: August's Coffee With The Principal was a huge success. Many attendees expressed interest in volunteering for a PTA committee.

MOTION: Approve August 13 Meeting Minutes. Suzanne seconds, Motion approves.

TREASURER'S REPORT: A question was raised regarding the line item for 5th Grade Fundraising. It was believed that their beginning balance for this school year was \$500.00. We will ask our treasurer for clarification.

MOTION: Approve Treasurer's Report. Summer seconded. Motion approved.

MEMBERSHIP: The PTA membership drive has resulted in 338 members. Of the dues collected, totaling \$1774.00, \$1600.00 has to be sent to the State and National PTA. With \$141.00 in private donations, the grand total raised to date is \$1915.00. During the GIFT Fund Drive, PTA membership will take a back seat. While GIFT and PTA membership campaigns running concurrently, parents are becoming confused. After the GIFT campaign, PTA membership will also use a thermometer to spread awareness of how our membership drive is doing. Posters too will be displayed encouraging membership. The committee will disperse membership cards along with their Legoland card and note via a PTA goodie bag.

NOTE: Reserve the color BLUE for the GIFT FUND. PTA membership materials should use another color.

TEACHER MEMBERSHIP: Room parents may purchase a membership for their teacher, but please ask for their permission first. The PTA will ask Principal Melvin to encourage Teacher participation as well. Theresa mentioned that it would be a nice gesture if teachers joined PTA as a show of gratitude for the annual PTA facilitated Teacher Appreciation Week.

WELCOME BACK LUNCHEON: It was greatly appreciated—Thank you Felicia & Elisa and Hospitality Committee! (Principal Melvin sent a very nice note thanking the PTA for the event)

SPAGHETTI DINNER NIGHT: This event has been postponed until October. The Spaghetti Dinner Night will highlight the \$400 O.P.I. basket where opportunity tickets can be purchased and where the Beatbox winner will be determined.

1ST & 2ND GRADE FAMILY FUN NIGHT: This event is meant to be fun and promote a spirit of community! Kids will be able to play fun games with their parents besides their classmates. A medallion will encourage families to participate in all the games. Principal Melvin has the ability to select the audience for a message using the phone tree. We will ask her to send a reminder to 1st and 2nd grade families. Flyers and Carpool lane reminders are also effective. Pizza, Water, Food Trucks & Kona Ice will be available. KOHLS is returning with 12 volunteers and a \$500.00 donation.

NOTE: KOHL's community outreach program is just terrific. Do other retailers have a similar program?

ROOM PARENT COORDINATOR: The first meeting of the year is occurring this Friday. We will ask Adrienne if she can ask the Room Parents for their assistance in raising awareness about the GIFT Fund.

SUPRLUS: There is an outstanding balance from the 5th and 8th grade committees that the PTA must use (we are non-profit). Principal Melvin suggested that it would be a nice gesture to use part of this outstanding monies to put toward new MS lunch tables that would include a plaque which would state that the tables were a contribution from the 5th and 8th grade classes of 2014. Since MS enrollment has increased, new tables are necessary. The cost to purchase 10 tables equates to \$2,800. Discussion also included whether the funds should be used for PTA enrichment activities or other. Alice will conduct further research on how to best use the monies and the PTA will revisit this topic next month.

DINE-OUT: Dine-Out occurs the 2nd Wednesday of every month. September's Dine-Out is scheduled to occur next Wednesday, September 10 beginning at 5:00 pm at Islands. In order for PRCS to receive a portion of the sale, attendees must bring in the flyer and ask the waiter to attach to the final receipt.

NOTE: The flyer is available on the website to print and take with. Lisa Gilder is looking into a possible Menchies (Pacific Winnetka) fundraising opportunity.

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8th GRADE FUNDRAISING: Suzanne would like to repeat the Holiday Boutique this year, but is having difficulty finding a space to hold the boutique. If the Holiday Boutique is unable to open, the 8th grade fundraiser will include the selling of tickets for a Family Fun Day on September 28. (in lieu of the boutique)

MOTION: To sell tickets for the 8th grade fundraiser occurring on September 28. Brooke seconded, Motion Passes.

SEASONAL ITEMS: If a store is getting rid of seasonal items, (Ross, etc), we will gladly accept donations for use or re-sale.

COFFEE WITH THE PRINCIPAL: The next Coffee With The Principal is scheduled for Friday, September 19 at 8.30 am. The following Monday, September 22, an evening Coffee With The Principal is scheduled to allow working parents to also be able to attend (6.30 – 7.30 pm).

PTA MEMBERSHIP DINNER: Brooke introduced a motion where the tickets to the District PTA Dinner at Porter Valley, \$45.00/ticket would be covered at a discount of 50%. Theresa noted that as this is a District PTA event and that they are representing PRCS, the ticket should be covered 100%. There was discussion about when it is appropriate for the PTA to spend funds for tickets to events which the PTA is invited to or participates in (Chatsworth Chamber Annual Unforgettable Educator Awards, PTA Convention, etc). The discussion was tabled by Rana and seconded by Susan, as there are many considerations and it was determined that perhaps going forward we should develop guidelines so that it is clear, fair and reasonable. Points such as who is authorized to attend events, whose tickets will be covered and how is this decided were points to be clarified at the next meeting. (In motions below, the board did determine that for this particular event, it made sense).

ASSOCIATION MEETING: Our first PTA Association Meeting (open to the entire PRCS Community) will occur on Wednesday, September 17.

MOTIONS:

1. Brooke made a motion: \$19.62, General Administration Expense, New Binders & Forms. Susan seconded, motion approved.
2. Suzanne made a motion: \$117.06, Hospitality Expense, Welcome Back Luncheon, Susan seconded, motion approved. (Check payable to Felica)
3. Rana made a motion: \$114.95, Family Game Night (Medallaions). Suzanne seconded, motion approved. (Check payable to Alice)
4. Rana made a motion: \$31.02 that was spent on paper products (Membership). Felica seconded, motion approved. (Check Payable to Susan Lumsden)
5. Brooke made a motion: \$45.00/per person District PTA Membership Dinner for Alice, Susan (Membership Chair) and one PRCS administrator—Mary or Mindy. Three total. Gabrielle seconded, motion approved.