

PTA Board Meeting

Apex Elementary School

January 6, 2022 / 1:45 PM / [Virtual via Zoom](#)

ATTENDEES

Administration: Katie Caggia (Principal) , Sarah Chi (Assistant Principal)

Board Members: Carissa White (President), Tamara Cosgrove (Treasurer), Avery Emery (VP Fundraising)(absent), Gloriann Austin (VP Programs & Hospitality, Annmarie Devlin (Teacher Representative)(absent), Sarah Moore (Secretary)

Other Attendees: Kristina Killian (Treasurer-in-Training)

AGENDA

Meeting began at 1:45 pm

Introductions & Check-in

Updates & Reviews:

- [Review & Approve previous meeting minutes](#) - Sarah Moore
 - Sarah asked about a Gotcha prizes update (Tamara said they have been purchased from the budget).
 - There is no update on visiting authors for the Cultural Arts Program.
 - Minutes were approved.
- Budget Review & Approval - Tamara Cosgrove
 - Gotcha prizes were purchased.
 - Made some payments including for Spirit Wear.
 - Spirit Rock rentals are coming in.
 - Language will be updated to ensure families know they must paint the rock themselves.
 - Technology order was completed.
- Administration Updates - Katie Caggia
 - A lot of absences due to illness.
 - Ms. Riddle was hired as a new first grade IA.
 - Two new CCK IAs have been hired.
 - Sarah Moore was hired as a 20% reading interventionist.
 - There is a current CCR teacher vacancy.
 - A candidate has been recommended for a new Covid building support position.
 - A candidate has also been recommended for a Pre-K IA position.

- Principal for the Day was a big hit.
- Admin is preparing for a half day of planning for teachers the last week in January.
- The tech order was completed.. Mrs. Caggia thanked the PTA for that support.
- PBIS Funding and Prize Update - Sarah Chi
 - Did any donation come in through the Amazon Wishlist?
 - Yes, a few! Sarah will add the wishlist it to the website.
- [Website Updates](#) - Sarah Moore
 - Sarah and Carissa worked to streamline the frontpage to include announcements, Twitter feed, buttons, and sponsors.
 - We reorganized pages and deleted redundancies.
 - We added a Google calendar that people can link to their own calendar.
- Treasurer Transition - Tamara Cosgrove
 - Tamara is working on organizing treasurer documents and information to share with Krisitna once she is voted in and to add to shared Google drive.
 - Kristina will be watching treasurer NCPTA trainings.
 - Vote will happen to approve Kristina as treasurer at next week's general meeting.

New Business:

- Spring Event Planning
 - Book Fair Planning! - Avery Emery
 - Are we able to have more volunteers this year? Yes on a case by case basis while still being careful.
 - Are we able to have PJ/Family night this year? Mrs. Caggia is not opposed but will depend on Covid.
 - Would we be able to schedule time for parents to shop when classes aren't in the library? Possibly, depending on Covid.
 - In past years we set up in the center of the library. Last year we used the space Ms. Gibson teaches from. It went much smoother and worked a lot better in that space. I don't want to displace Ms. Gibson, but would it be possible to use that space if we help set it back up once complete? Mrs. Caggia suggested we check in with Ms. Wilson.
 - Do we want earnings in Scholastic dollars or cash? Mrs. Caggia wants the PTA to check in with Ms. Wilson about that.

- Last year we gave teachers \$30 on an e-card for the Book Fair. Can we do this again? Tamara said yes, but we'll probably do it differently (not with an e-card).
 - In previous years we've had a "Coin Drive" to help kids get books who can't afford them. Is there another way we can do that this year? Tamara mentioned the \$30 e-card was actually done because a Coin Drive could not be done last year.
 - Mrs. Caggia gave the idea of having a virtual storytime as part of promoting the Book Fair.
- Spring Fling -
 - The Spring Fling is an outdoor event with students and families like a large Field Day with chalk station, hula hoop station, games, food truck.
 - Mrs. Caggia wondered if we could turn it into several smaller events and suggested we just pause planning for now.
 - Carissa wants to try to plan at least one family event before the school year is over. She suggested a movie night instead where people are more stationary.
- Spirit Wear Inventory Update - Tamara Cosgrove
 - Current inventory will be folded, organized, and counted soon. Tamara is hoping to open them up for sale soon, maybe at a discount.
 - Spirit Shop Update
 - Current items are old and not all working well. Shop needs to be restocked but it's hard to get volunteers in. Opening the Spirit Shop is tabled for 2022. Will look into more and different products at the end of the year for next year.
 - Upcoming Teacher Appreciation Events? - Gloriann Austin
 - Sunday is Law Enforcement Appreciation Day. Can we put together something for Monday? Gloriann will work on something once we know what day the SRO will be at AES next week.
 - General Meeting Presentation Ideas
 - Carissa reached out to NCPTA re: someone to talk about CNS - waiting to hear back.
 - Carissa will also reached out to Ms. Wilson about presenting information regarding library services.
 - [Free Applesauce Pouches](#)... could we use these for an event in Feb/March?

- Mrs. Chi mentioned we could put them in Cougar Care bags.
- Nominating Committee Needed
 - Will discuss at the March meeting.
- [Sunshine Cart Check-in](#) - Need Anything?
 - The cart needs more drinks. Sarah will add to the website.
- Other New Business?
 - Tamara suggested giving away spirit shirts each week as a drawing to students who do not have one. Carissa mentioned sticking some in the cougar care bags. Caroline could help with sizes. Will continue discussion on this.
 - Covid testing
 - Has not been rolled out to AES yet and admin does not have a start date yet.
 - Will be a voluntary program sponsored by Mako.
 - Testing will be done in pools of 10. If a positive pops up, all 10 students will be asked back to do individual testing.
 - Meeting adjourned at 2:43.