

PTA Board Meeting

Apex Elementary School

November 9, 2022 / 9:30-11AM / [Virtual via Zoom](#)

ATTENDEES

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

Board Members: Carissa White (President), Kristina Killian (Treasurer), Carissa Ausenbaugh (VP Fundraising & Communications), Gloriann Austin (VP Programs & Hospitality), Joy Brunson-Nsubuga (VP of Family Engagement), Sarah Moore (Secretary), Shannon McGowan (Teacher Representative), John Walker (Advocacy Chair), Erin Delehanty (Audit Chair), Radhika Mathur (Nominating Chair), Lora Rogers (Member-at-Large), Stacey Johnson (Member-at-Large), Miranda Arnold (Member-at-Large)

Attendees: Carissa White, Sarah Moore, Carissa Ausenbaugh, Lora Rogers, Katie Caggia, Victoria Jager, John Walker, Sarah Chi, Shannon McGowan, Gloriann Austin

AGENDA

9:30AM - Introductions & Check-in - 5 minutes

- [Minutes Review & Approval](#) - Sarah Moore
 - Sarah reviewed the previous minutes, moved to approve the minutes, Carissa A. seconded, and the minutes were unanimously approved.

Updates, Reviews & Votes:

- Financial Report - Kristina Killian
 - \$10,000 check was recently cut to AES for professional development (for subs).
 - Kristina ordered new checks.
 - Taxes were successfully filed and we're in compliance.
 - Yearly financial review was completed 2 weeks ago by Erin Delehanty and Kristina Killian.
 - Monthly financial check-ins are also happening by the audit committee.
 - Spirit Nights have been updated since they are at new locations this year.
 - Benevity and Fidelity Giving Marketplace sites have been having issues but we received a \$360 check from Fidelity and they seem to be working again.

- Income to date: \$28,439.52
- Expenses to date: \$29,612.45
- Bank account balance: \$52,064.90
- Mrs. Caggia asked about staff recognition line
 - Staff recognition includes things like social Worker week, ITF, whole staff recognition, flowers for teacher of the year, office staff recognition, etc.
 - Carissa W. will check in with Kristina to find out details about what has been spent. What is the \$955.27?
 - Carissa W. moved to approve the current financial report. Carissa A. seconded. The financial report was unanimously approved by 8 attendees.
- Fun Run Update - Carissa Ausenbaugh
 - Fundraising Totals:
 - Family fundraising total at \$13,571
 - Corporate sponsorships \$5,750 (not include Bach to Rock's \$625 donation of DJ services)
 - Raffle Baskets will be put together Monday at General PTA Meeting.
 - Expenses:
 - Shirts are our biggest expense. We will receive shirts tomorrow 11/10 - check will need to be written for \$5200.
 - Will break even on shirt order based on shirt orders, donations, and signs.
 - Prizes for classes about \$50 (has not been spent yet)
 - Need Support
 - We need people to show to volunteer for the FUN RUN
 - Carissa A. is using Honor Society students and has more volunteers for the actual FUN RUN. Need more volunteers for the After Party.
 - Shannon suggested a separate request for volunteers for FUN RUN After Party
 - Carissa W. will send out a specific request for FUN RUN After Party.
 - Carissa W. will also send out an After Party invitation.
 - Carissa A. will divide volunteer spots into 1 hr blocks.

- FUN RUN Volunteers do NOT need to be Green Badge cleared.
 - Mrs. Chi asked if we could extend family fundraising for one final push. The answer is YES!
 - “Race to the finish line!” graphic and communication to hype students and families. Will also update class totals.
 - Will also announce the “kiss the pig” results to hype students.
 - Ms. McGowan Sundae?
 - News update to hype up the class competition will happen tomorrow Thursday 11/10/22
 - After Party Food
 - Brusters truck confirmed, Kona Ice confirmed, selling pizza
 - Raffle preview will happen on 11/17. Each student will get one ticket to put in a basket. Younger grades will get tickets ahead of time to help kids write their name on their ticket.
 - FUN RUN Sound
 - Shannon said the sound issue last year was a speaker connection issue with Bach to Rock. Shannon will have a backup this year. An actual DJ will be there this year as opposed to the owner of Bach to Rock.
 - Rain Plan?
 - All systems go for the FUN RUN in the gym.
 - Signs can go on the wall
 - Bubbles?
 - Set up at the starting line
 - Need to order and expense - Mrs. Chi has some to donate
 - Triangle ESports wants to pass out lit at the run (they are a bronze sponsor).
- General Fundraising Update - Carissa Ausenbaugh
- Fundraising Ideas
 - Lew Wilson ornament sales
 - Fundraiser idea - handmade art
 - Last year made \$85 via Lew Wilson sales
 - The board agreed this fundraiser would be best as a December time limited fundraiser for ornaments.

- Will advertise as a Spirit Event
- Triangle eSports Academy
 - Would like to do a Spirit Night in the spring
 - The event won't appeal to the whole community so should we double up with another Spirit Night one month?
 - Would be a day off of school...the tournament could last a few days. Can participate from home or go to the facility.
 - Mrs. Chi would prefer it to happen during Spring Break
- Sam's Xpress Car Wash
 - Gift cards would be valued at \$25, we would sell at \$20 and give Sam's \$10 back.
 - Idea for Spring fundraiser? If in MemberHub, would possibly incur a donation fee.
- Warrior Tech NC
 - At Warrior Tech (Morrisville) - Friday event from 7-8:30, \$23 to get in, 50% come back to the PTA
 - Good idea for Winter
- SodaBox Partnership - Sarah Moore
 - We discussed SodaBox passing out samples to adults at the FUN RUN. Sarah will propose the option to them.
 - Student Appreciation Events were approved and we will move forward with their proposed partnership events.

New Business:

- 11.14.22 PTA General Meeting Plan - Carissa White
 - Maybe childcare from Peak City Sitters?
 - Sub platter from Publix for food
 - Boxes of chips from Costco
 - Lemonade coolers
 - Put baskets together for the FUN RUN
- Staff Committees/Parent Collaboration - Sarah Chi
 - How to tie Parent Reps into Standing Committees at the school level
 - Family Engagement - Jill Shea
 - Equity - Sonya Jones, Stephanie Agurs
 - PBIS - maybe not a great fit.
 - Social/Emotional Learning - Allison Bowman, Kellie Grainer
 - MTAC - Media Technology, and something... - Wilson
 - SIP - Kathy Bouverie is still involved here.

PTA Board Meeting

Apex Elementary School

- Meet on the last Tuesday of the month at 7:45AM
- Plan for the second semester?
- Cougar Corner [Link](#)
 - Reminder to nominate any Cougar who's wowed you for the Cougar Corner in Friday's Bulletin.
- Other New Business?

11:15 AM - Adjourn