

PTA Board Meeting

Apex Elementary School

February 2, 2022 / 1:45 PM / [Virtual via Zoom](#)

ATTENDEES

Administration: Katie Caggia (Principal)(absent) , 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), Sarah Moore (Secretary)

Other Attendees: Kristina Killian (Treasurer-in-Training), Stacey Johnson

AGENDA

Introductions & Check-in

Updates & Reviews:

- [Approve previous meeting minutes](#) - Sarah Moore
 - January meeting minutes were reviewed and approved.
 - Corporate checks came in Lowes Food (\$440) and Panera (approx. \$100), Box T
- Budget Review & Approval - Tamara Cosgrove
 - Corporate checks have come in from Lowes Food (\$440), Panera (approx. \$100), and Box Tops (\$40.80)
 - Yearbook checks are rolling in.
 - Lew Wilson art money has come in (\$85).
 - Technology fund has been exhausted.
 - Working on ordering library books.
 - Budget approved.
- Administration Updates - Sarah Chi
 - The school board has officially capped AES at 665 students. Specific information will go out to families soon. Overflow schools will be Penny Road and Baucom. There will be no change for families currently living in the AES zone with students already attending.
 - CCR Teacher Vacancy - Christina Quinn has been filling in.
 - Pre-K IA, Anne Yarosh has been hired.
 - Celebrations
 - Upcoming Valentine Spirit Week
 - Thank you to the PTA for the new fridge from 1st and 2nd grade.

- Two half day planning days have occurred, most recently last week. Teachers have been very thankful for extra time as a new literacy training, Letters, has recently been required for K-5 teachers.
- Mrs. Chi mentioned admin may want to ask for more professional development funds to help teachers have more planning days next year.
- Mrs. Caggia would like checks cut for substitutes for the recent planning days.
 - Tamara will need documentation of how many subs were required and what they cost.
- National School Counseling Week - Feb 7 - Feb 11
 - Admin has asked for shoutouts from staff and students for Ms. Cockman and Mr. Decker
- Bus Driver Appreciation Week has been moved to Valentine's Week.
- An unprotected teacher workday is upcoming Feb. 15th. If a day is protected, teachers are expected to attend and may not take leave (unless of an emergency). For an unprotected teacher workday, teachers may take leave.
- PBIS Funding and Prize Update - Sarah Chi
 - Did any donation come in through the Amazon Wishlist?
 - Yes! Moving through a lot of merchandise as 6 classes worth receive prizes each week. Definitely needing more prizes. Mrs. Chi will let us know if and when prizes are fully stocked.
- All spirit wear shirts are organized and inventoried to be set up for sale online soon. Tamara is wondering if there is a way to give away some shirts to kids who may not be able to purchase them.
 - Mrs. Chi suggested that Ms. Gibson do an activity in Technology where students can enter a raffle to receive a T-shirt.
 - Carissa mentioned also including T-shirts in backpack buddies, but Tamara said we probably don't have enough T-shirts for that (about 30 backpacks are given out).
 - Stacey mentioned having classmates nominate one another for exhibiting PAWs characteristics.
- Tamara also would like ideas for things to stock the Spirit Shop with so that it can be reopened next year.
- Yearbook Update
 - Flyers and order forms went out in Friday folders last week. \$18 flat fee for yearbooks.
 - There is an earlier deadline for purchasing this year.

- Stacey needs more pictures for 4th and 5th graders.
- Mrs. Chi is going to reach out to teachers to see if they have photos that can be sent to Stacey.

New Business:

- Spring Event Planning
 - Bus Driver Appreciation - Gloriann Austin
 - 2/14-2/17 hoping to spread out small gifts for bus drivers that week. \$120 budget.
 - 8 bus drivers + 2 crossing guards, and some drivers only drive in the morning or afternoon.
 - 8:50 am - 9:10 am; 3:45 pm - 4:15 pm
 - 2.22.22 TWOsday Ideas! - Gloriann or Stacey
 - TuTus, Ties, and Tennis Shoes event? Yes!
 - Carissa has bookmarks
 - Stacey mentioned putting 2s around the building and students can estimate how many 2s there are. Winner can get a T-shirt?
 - Wake up & Read Book Drive - Gloriann
 - Happening throughout the month of February. Boxes will be set up for a couple weeks in the vestibule and by the library.
 - Drive will be from 2/7-2/17. Gloriann will deliver the books the 25th or 28th.
 - Book Fair Planning - Avery Emery
 - Tabling Book Fair discussion until later.
 - Spring Fling - Can we do this? If not, what else should we do?
 - Mrs. Chi thinks a May event that is outside like the Spring Fling is acceptable.
 - A movie night can also happen but lacks the community building aspect.
 - PTA will run dates by admin ASAP.
 - Teacher Appreciation Week - Gloriann Austin
 - May 2-6 - hoping to continue to do breakfasts and lunches like in the past.
 - Carissa mentioned it was very helpful to ask parents for donations to support teacher appreciation week. Tamara advised we be specific when asking for money (i.e. money for the PTA to buy donuts for teachers).

- Contender Esports looking for promotional opportunities. Offered to provide breakfast for teachers.
 - Carissa will put them in touch with Gloriann so they can maybe provide breakfast during Teacher Appreciation Week.
- Go Play Save for next year? - Are we doing this again? If so, we need a chair to connect to them.
 - Have had lower sales in previous years.
 - Tamara mentioned that the plan for last year was for 2021/2022 to be the last year we sell coupon books.
 - Consensus seems to be we should not sell them again but it will be voted on at the next general meeting.
- General Meeting Presentation Ideas
 - Family Tech Talk - Carissa
 - Trend Micro is a web and internet security company that has a community involvement sector that has a 75 minute presentation called a Family Tech Talk. The 75 minutes includes questions and answers. Topics include...
 - Why are apps free?
 - Settings and privacy
 - Tracking student activity online
 - Changing router passwords and other hardware changes
 - Kindness to others online
 - Highlight popular apps
 - Hoping to tack a Family Tech Talk to the March general meeting.
- Nominating Committee Needed
 - VP of Fundraising (board position)
 - Friday Bulletin/Social Media/Communication?
 - Add VP of Parent & Family Engagement? (board position)
 - Spirit Night Chair
 - Curriculum Funds?
 - A budget line for teachers to use to help stock their classroom.
 - Could potentially fall under treasurer duties.
 - Spirit Shop (board position)
- [Sunshine Cart Check-in](#) - Need Anything?
 - No. Fully stocked!
- Other New Business?
- Meeting adjourned at 2:56