

PTA Meeting Minutes - October 8th, 2018

- I. Call meeting to order/Welcome - Elizabeth Mulheisen
 - a. Meeting called to order at 7pm.
 - b. First actual meeting in the Media Center, thanks for coming!
 - c. Make sure to review September meeting minutes and bylaws, we will need to approve them.
 - d. Thank you to all that attended the HS athletic plaza grand opening, everyone had a good time and the stadium is beautiful!
 - i. Thank you Rachel Forsyth for bringing STEM items; kids really enjoyed them.
 - e. At PTA council meeting:
 - i. They again stated the need for chair/co-chairs for the Founders Day dinner. Duties include:
 1. Setting up invitations, seating chart, no clean up needed, schools decorate tables, pretty turnkey event.
 2. Let Elizabeth know if you want to help!
 - ii. RO is talking about an all city celebration, ROAM Home, a non-homecoming event in October. Meant to coincide with treat or treating event downtown.
 - iii. Styrofoam trays are a nuisance and hard to recycle; one school contributed price difference to upgrade to biodegradable trays.
 1. Superintendent is considering monetary building increases to switch to biodegradable trays
 - iv. Biodegradable straws on the horizon?
 1. Issues buying in bulk at price point that works for our budget, but we'll keeping looking into options.
- II. Meeting Minutes Approval - Nicole Sauerwald
 - a. Move to dispense with reading of minutes aloud and approve with the following corrections:
 - i. Section I, V, II: Change Boy Scouts to Cub Scouts
 - ii. Section II, I, I, III: Change Colin to Collin
 - iii. Section IV, I, II: Change NWA to NWEA
 - b. Seconded by Tiffany Vosburg, passed unopposed.
- III. Treasurer's Report: Angela Maeso
 - a. Income:
 - i. \$6.16 in dividends
 - ii. \$14.00 in membership dues
 - iii. \$36.70 in store rewards
 - b. Expenses:
 - i. \$155.00 for Social - Ice Cream Social
 - ii. \$257.78 for Ways & Means - Fun Run
 - iii. \$19.06 for Treasurer - supplies
 - iv. \$500 for checks not cashed from previous year - donation check cashed

- v. \$485.80 for T-Shirts - board member shirts, kindergarten Fun Run shirts, and last years Olympics shirts (Mr. Lewis had an outstanding bill at printer and it was paid this year)
- c. Please fill out reimbursement form for all committee expenses!
 - i. Forms are available in the volunteer room for all committee chairs.
 - ii. Pin the completed form and receipt to the cork board and Angela will pick them up and pin the check back up.
 - iii. Tiffany Vosburg asked: copy or original okay for receipts?
 - 1. Angela: Either is fine as long as items are shown that need reimbursed.
- d. Cash tally sheets should be used for all PTA events that take in money.
 - i. Must be fully completed and signed by two people after each has counted the money.
 - ii. Please do not hold on to money/checks and submit them as soon as you are able

IV. Principal's Report: Jason Parrott

- a. Lots of new faces, good to see!
- b. Not much happening, business as usual and the school year is off to a great start.
- c. Finished NWEA testing and students did well.
- d. Walk to School Day did well and students had a great time.
 - i. Was worried about rain, but it cleared up and had a high turn out.
 - ii. Always nice to partner with the ROFD and ROPD for school events.
- e. Fun Run reached goal!
 - i. He will sleep on the roof during a celebration event next Thursday.
 - ii. Needs a tent and maybe a t-shirt cannon to shoot shirts from the roof.

V. Teacher Representatives: Lois Mann and Rachel Forsyth

- a. Upper grades (Rachel):
 - i. 5th grade first field trip was to Camp Tamarack.
 - 1. Salvation Army/Boys and Girls Club kindly let us use their busses and drivers when district busses did not show.
 - 2. Everyone was great with change of plans and everything worked out well.
 - ii. 4th grade goes to Lansing in November, earlier this year than normal.
 - iii. Everyone is working well together, new and old teachers alike.
- b. Lower grades (Lois):
 - i. Kindergarten field trip cancelled by rain, instead going this Friday.
 - ii. First grade went to log cabin.
 - iii. Thank you PTA for fun run shirts for kindergarten, kids are very excited to wear them!
 - iv. Thank Elizabeth for planting flowers outside Ms. Mann's room and kindergartners are excited to be gardeners.
 - v. Family Circles - Halloween morning, each teacher will pick a group of K-5 kids and they become a "family" to help build friendship and companionship.
 - 1. Each family will pick a name, help each other during the school year and complete lessons approximately once a month, Wednesdays without late start.
 - 2. 19-20 kids per group, high five character building groups, mixed grades.

3. Also plays into cultures of learning within the school.
- vi. Buddy classes - most teachers pair a lower elementary class with upper elementary class.
 1. Older children help younger with simple tasks and learning assignments.
 - a. Helps build confidence and cooperative skills between the children.

VI. School Board Liaison: Allison Sykes

- a. Out of town for finance and facilities meeting but has a summary:
 - i. Went over existing capital bond money for Oak Ridge.
 1. Contracts bid for concrete/roofing/bathrooms, more bathrooms slated for next year.
 2. Furniture being bought for classrooms; pilot rooms, plus more for media center.
 - ii. Beer stroll 10:30am-3pm to benefit Boys and Girls Club this weekend, Downtown Royal Oak.
 - iii. Election is in November, she is up for school board again.

VII. Committee Reports/Announcements

- a. Breakfast with a Guest - Chris Aichler and Steve Johnson
 - i. Will work in combination on both this and Breakfast with a Guest event in May.
 - ii. Before school next Friday.
 - iii. Becky Bibbs asked: some Dunkin Donuts are going nut free, have we considered getting donuts from them?
 1. NY bagel will deliver, so we will be sticking to bagels for now.
- b. Membership - Tiffany Vosburg/Kathleen London
 - i. Money for memberships going to Angela from the Ice Cream Social.
 - ii. Tried to catch everyone as they entered and left, tried to get as many involved as possible.
 - iii. 144 paid members so far, on track for the same membership numbers from last year.
 1. May add family membership again next year, but easier to do individual memberships on MemberHub this year (transition year).
 - iv. Changes to profile must be done on a computer, not the app.
 1. Instructions went out to show to sign up for text messages and emails for events.
 2. Updated calendar on MemberHub that shows everything happening at school, including music concerts and late starts.
 3. Transitioning this year so not sure how committee hubs will work, but will transition over the year to see how it works out.
 4. Becky Bibbs asked - Class lists on MemberHub?
 - a. No class lists on MemberHub, possible teachers will supply at request.
 5. Angela Maeso asked - Sue has said large amount of families do not have access to internet, so paper directories would be useful.

- a. Paper directories will not be available this year, but a few may be able to be printed and kept in the main office for those who can not access them online.
 - 6. Rachel Forsyth asked - If you are not in the PTA, you don't receive any info from MemberHub?
 - a. Not from MemberHub, but Facebook will remain open to all, no paid membership to join like the middle and high schools require.
- c. Fun Run - Jeanne Winterburn
 - i. We are at \$17,600, we exceeded our goal of \$15,000!
 - ii. Trying to not over promote it, kids/families doing a great job on their own!
 - iii. If anyone has paid checks, those do not get deposited until a couple weeks after the event.
 - 1. Easier to balance with the Fun Run website and track donations.
 - iv. Tomorrow is the run, was supposed to rain but looks okay now!
 - v. DJ coming this year with Fun Run experience.
 - vi. Fitness instructor coming for warm ups and cool downs.
 - 1. Will be offering promotions during event, discounts for classes.
 - vii. We have a mascot that will be out during the event, the Raven from the high school.
 - viii. We have a schedule and will try to keep to it the best we can, lots of volunteers have signed up, everything should run smoothly.
 - ix. Two grades per session, 3 sessions total.
 - 1. Only 8 bracelets allotted per kid, one per lap ran.
 - x. Kids should wear Hawaiian gear if they have it!
 - 1. Will get apples (donated by Hollywood Market) and a lei as they exit course.
 - xi. Donations can come in until October 15th.
 - xii. All volunteers need to come in and get a visitor badge from the main office before going out to help!
 - xiii. United Shore baseball league donated to the Fun Run and also has a reading program.
 - 1. Offering during March is Reading Month, each child will get a ticket with books read.
- d. Restaurant Nights - Becky Bibbs
 - i. Restaurant nights are about once a month, flyers typically posted on the Facebook PTA page, go to the restaurant and show the flyer on your phone or print out and we get a set percent of the funds back to the school
 - ii. Next night is 10/22 at Granite City, 20% back to us, typically during dinner hour
 - iii. Other places coming up including Panera, Mod Pizza, Detroit Taco Company
- e. Holiday Shop - Nicole Sauerwald
 - i. To add on to Becky, AirTime offered to donate a birthday package to the Holiday Shop raffle if we did a fundraiser night with them.
 - 1. Fundraiser will be Friday, November 2nd, from 3-11pm at Troy location.

2. \$16 per jumper for 2 hours, socks included. \$4 for each jumper will go back to Oak Ridge.
- ii. This year's event is on Friday, December 7th, 3:45-7pm
- iii. We've received over \$800 in donations for the raffle so far and more coming in!
- iv. Gym will host the new components this year:
 1. Raffle of donated items from local businesses
 - a. Items from Marco's Pizza, Skate World, Great Escape Room, Hands On Museum, AirTime, Robot Garage, Grand Traverse Pie Company, Kruse & Muer, Jim Brady's, Retrofit Studio, Toyology, Pasquales, Emagine, and Lockhart BBQ
 2. Operation Gratitude tables for kids/parents to write letters or make drawings for service members. Letters will go in care packages for deployed service members, veterans, new recruits, and those in boot camps
 3. Poinsettias for sale to benefit the Oak Ridge Scholarship Fund
 4. Any other charities that would be interested in child friendly activities should contact Nicole
- v. Crafter applications will go out next week, hoping to have up to 32 tables available for rent

VIII. Announcements

- a. None

IX. Old Business

- a. None

X. New Business

- a. Fun Run Celebration - Jeanne Winterburn

- i. Instead of regular celebration in school, will be doing after school movie night (10/18) and Dr. Parrott camping on the roof
- ii. Will use ~\$180 for movie license from event income; popcorn possibly donated by Star John R (have donated large quantities of popcorn in the past)
 1. Students only, not siblings, maybe carpool to reduce total people in great room
 2. G rated movie
 3. Dr. Parrott goes up to camp once movie starts

- b. Trunk or Treat - Nicole Sauerwald

- i. There's been some trouble in the past with people not following rules about allergy safe candy and event was cancelled due to this and many other reasons
- ii. Bethanie Kelley has offered to chair with Nicole Sauerwald co-chairing event
- iii. Proposing increase of budget to allow PTA to purchase all candy/trinkets being passed out
 1. Cars will be checked in and restrictions on outside candy will be stated again before set up
 - a. Cars will be checked in and assigned a parking spot

- b. They will be handed the candy they will pass out and it should be the only candy given to children
 - c. Voting for best car and prizes for top 3 cars
 - d. Volunteers will walk parking lot to ensure no outside candy is being handed out.
 - e. Motion offered by Nicole Sauerwald to reinstate the event with a budget of \$550
 - i. Seconded by Becky Bibbs
 - ii. 8 Yay, 4 Nay, all others present abstain; motion passed
- c. Halloween candy for Crossroads for Youth - Angela Maeso
 - i. Organization is a home for troubled and at-risk youth in Oxford, ages 7-17
 - ii. Oak Ridge used to donate leftover candy but hasn't the last few years
 - 1. Given to Sue in the office only by adults, no kids transporting candy!
 - 2. Asked if we would consider doing it again
 - 3. Candy would be used for movie nights hosted for the kids at Crossroads
 - 4. Allergy restrictions not for this donation?
 - a. Allergy restrictions and any deviations must go through Dr. Parrott
 - b. Dr. Parrott will make decision regarding the allergy component, but otherwise in agreement
- d. Teacher Requests - Elizabeth Mulheisen
 - i. Before school began, Elizabeth asked teachers for any requests they had for the PTA, many responded!
 - ii. Requests/motions are as follows:
 - 1. McBath - Money for indoor recess games - \$50
 - a. Seconded by Tiffany Vosburg to deny motion.
 - i. Passed with majority consent to deny motion. Teacher will be asked to use money from beginning of year or ask parents of children in class for donations.
 - 2. Fischer - At least 1, up to 3 Osmo Genius kits for math program, to be used across 2nd grade classes, \$100 each
 - a. Tabled for 1 month for further questions on use
 - 3. Fischer - 1-2 sets of books from Scholastic, \$500 each
 - a. Seconded by Tiffany Vosburg to deny motion.
 - i. Passed with majority consent to deny motion. Books are already present in library and expense is high. Suggest Scholastic classroom credits be used and/or \$55 beginning of year gift.
 - 4. Letkiewicz - Wants to start video gaming club during lunch (3 times a week) and after school to learn coding, team work, game development.
 - a. Has XBox and Nintendo Switch, students can bring in other devices
 - b. Wants Xbox game pass (\$59/6 months)

- i. Pass offers access to a large amount of games on the Xbox system.
 - c. Second by Becky Bibbs.
 - d. Passed with majority consent.
 - 5. Allison Sykes asked - Is money set aside for classroom materials improvements within the budget?
 - a. Not specifically for teacher requests by classroom, handled on a case by case basis
 - e. Bylaws Approval - Elizabeth Mulheisen
 - i. Every October bylaws are to be voted on for approval.
 - ii. Must be posted for 30 days prior to vote; set aside until November for voting to comply.

XI. Communication

- a. Check out our PTA website at www.ptaoakridge.com
- b. Oak Ridge Facebook page: Oak Ridge PTA Closed Group
- c. PTA newsletter online via email or link on Facebook page

XII. Meeting Adjourned: Next meeting is Monday, November 12th, 2018 in the Media Center. Free childcare!