

Washington Elementary School PTA

Meeting Minutes

8 September 2022 @ 2:30pm

Call to Order: Nicole Ouderkirk (President)

Pledge: Paola Jimenez (Treasurer)

Meeting Minutes Adoption: Dayna Matavao (Secretary)

Treasurer Report: Jenna Howard (Treasurer)

Welcome: In attendance: Nicole Ouderkirk, Paola Jimenez, Jenna Howard, Lupita Lopez, Kenia Aranda

PTA Business:

-Special thanks:

- Lupita for helping with vision screenings
- Dayna and Paola for running picture day

-DIVVY set up, need papers signed **Forms are printed and must be filled out by all users of the DIVVY cards**

-Signature pages **Final signatures were gathered, Nicole will submit on Memberhub for the Sept 15th deadline**

-Receipts and organization- **System will be created and sent out for ease of use**

Upcoming Events:

September

- PIE Night (tonight)
- Hero Day Assembly (tomorrow)- **you should go! It is awesome!**
- Maturation (last week of September)- **to include emails home to the 4th grade parents as well, with an option for them to contact the PTA if their child needs a maturation kit to go home. Emails and kits to start being planned within the next week. Paola will help translate the email to Spanish. Nicole will ask the district for Spanish videos.**
 - Donations
 - Kit making, distribution- **Nicole will send out an email for volunteers to help with kit creation and distribution**
 - Email to parents
- Shirt Sponsors/contest- **Approval from Mr. Mitchell to do the drawing contest. One winner will be chosen to be on our shirt. Nicole to check about allowance for initials or some kind of recognition. Other entries will be displayed on something in the lunch room or maybe part of the assembly. Shirt contest forms to go home next week, due the week of fall break.**

October

- **Fall Break/No School (13th-17th)**
- **No School (28th)**

- **CRAZY WEEK (October 24th-28th):**
 - **Red Ribbon Week**
 - Need ideas
 - Numbered bracelets
 - Prizes
 - Budget and card already created and available
 - Lunch time activities?
 - Drug awareness handouts - ideally would like to purchase a small kit or send home information that is store-bought. The easier the better, as this is a very full week.
 - **Book Fair**
 - Officially confirmed
 - Asking for 3 registers
 - Ask about using the library again
 - Possibly offer a free book/incentive program to the students
 - **Parent Night/ Harvest Activity (October 25th)- will need 8-10 parent helpers for this event. Nicole will create a signup sheet next week and send it home to parents early on. Crafts for both events will be bag decorations for tea lights. Nicole to talk to Mr. Mitchell about keeping a table up until November 1. Paola and Kenia to help PTA create a letter about Dia de los Muertos that can be sent home for everyone to learn and participate. Funds for event are available on DIVVY currently. Decorations are at Dollar Tree.**
 - Halloween
 - Need ideas
 - Set up area for a pumpkin-y craft or activity
 - Photo booth
 - Dia de los Muertos- Paola is going to carry all of us!
 - Need ideas
 - Sugar skulls?/ other craft
 - Table possibly kept up through November 1st?
 - Decorations at Dollar tree!
 - Send home papers with information about how to participate
 - Photo booth
 - Treats for the night. Donuts and chocolate milk/apple juice? On the playground? No hot chocolate. Cold drinks only.

Other

Sucker Sales

- Suckers are ordered, will be here next week
- Fliers are ready to go home- Paola to translate for a spanish flier
- Selling suckers outside on Fridays for 15-30 minutes after school
- Sign up sheet for volunteers will be sent out

Shirts

- Need sponsors- discuss price ideas Nicole will discuss tiers for sponsorships with Mr. Mitchell. Proposed tiers: \$200 gets you on shirt, \$500 gets you on shirt, a

flyer going home and possibly time on the marquee ("the PTA would like to thank _____ for their donation to give every student a school shirt)? We would offer to pay the school \$50 per donor to purchase some time on their rotation. This was just a suggestion. More suggestions welcomed! Once this is figured out, Nicole will finish sponsor letters and get those out for members. Paola volunteered Jenna to help distribute! :) This will be done by the end of next week.

- Design contest for students?
 - Once approved, send home contest next week
 - Pick due date, set rules- includes all grades. We will ask the teachers to vote

Reflections: very little effort will be put into this, but it is mostly online now. One flier will be sent home, and one Reflection deadline reminder the week before it is due. Judges will be arranged if any entries are made.

- Will just be sending paper home with information
- Deadline: October 19th
- Due to Council: October 31st
- May possibly need a couple of judges if there are any entries

Questions/Concerns/Comments

Meeting Adjourned: **3:20pm**