

Bartow Elementary Academy  
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## BEA PTA - BOARD MEETING October 18<sup>th</sup>, 2018

Meeting was called to order at 8:00 am by Wendy Heath in the Media Center. There were 18 members in attendance.

### **Principal's Report – Dr. Tracy Nelson & Ms. Jasmar Bennett**

- Tutoring started tutoring on Tuesday for Math and Reading. Starting earlier this year than normal.
  - Currently around 60 students.
- Senior cap and gown walk.
  - Clap out for seniors that attended BEA.
  - Friday, May 24<sup>th</sup>, 2019
- Storybook Character Day
  - Permission slips went home yesterday.
  - Thursday, October 25<sup>th</sup>.
  - 8:00 am costume on the PE field.
  - Field trip schedule forthcoming.
- BEA received 14 security cameras last year. More are needed.
  - Currently waiting on quote for an additional 14 cameras so that all areas are covered.
- School picture retakes
  - October 30<sup>th</sup>.
- We3 Expo
  - November 3<sup>rd</sup> at the RP Funding Center from 10:00 am – 2:00 pm.
  - BEA booths for Art, Music and STEM.
  - This may be last year for elementary students. Program mostly geared towards older students.
- Open enrollment for Magnet and Choice schools
  - November 1<sup>st</sup> – January 11<sup>th</sup>
- If the district continues adding additional units for 2<sup>nd</sup> and 3<sup>rd</sup> grade, the school will need renovations.
  - Will also need additional teachers for the extra units.
- Mr. Hammerburg is doing a wonderful job with Chess club! The students love it! There are currently 40 students participating.
- Veteran's Day Event
  - Friday, November 9<sup>th</sup> at 9:00 am in the auditorium.
  - Invite those that have attended the Honor's flight.
  - Clap out with students waving American flags.
  - Reception for veterans
    - Encouraging PTA members to stay, visit with them and then escort them to their vehicles.
- Just Say No parade
  - Thursday, November 15<sup>th</sup>.
  - HS students arriving around 10:30 am.
    - Drinks needed for students.

### **President's Report – Wendy Heath**

- Motion to approve the September minutes – Terrie Lobb, 2<sup>nd</sup> - Ann Matteson. Approved by board.

- Safety plan for lock downs need.
  - Joy (in office) needs volunteers to measure windows and cut felt material to cover all windows in every classroom.
  - All windows are required to be covered for lock downs.
  - Felt will be attached to windows with Velcro strips.
- Kindergarten requests
  - Program request – SGI. (progress monitoring tool) \$450 annually.
  - K-1 would each like an iPad cart.
  - They have been asked to decide between the two requests.
- Both Dr. Nelson and Ms. Bennett are requesting a new technology for classroom visits.
- Request from Mrs. Webb
  - Flags for Veteran’s day program - \$10 each for 10 packages. (\$100)

**Treasurer’s Report – Kelly Spezzano and Sherri Little (assistant)**

- Converting to a new reporting format. (see budget attached)
- Membership dues
  - Must show that we are reserving the State PTA due portion.
- Teacher funds
  - \$7,500 old proposed budget.
  - Too many funds left over from the 2017-2018 school year.
  - Increase to \$15,510 in teacher classroom funds for 2018-2019 school year.
- Holiday shop
  - \$5,500 projected income. Our profit is 22%.
- Motion to approve budget changes – Jasmal Bennett, 2<sup>nd</sup> – Noemi Alfaro.

**Fundraising – Melissa Witmer, Ann Matteson and Mychele Jenkins**

- Fall Fest is scheduled for Friday, November 16<sup>th</sup>.
  - Need room parents for Ms. Bender and Dr. Williams.
  - Upcoming dates
    - October 23<sup>rd</sup> – letters going home for help in booth and items needed.
    - October 30<sup>th</sup> - ticket order forms go home.
      - November 12<sup>th</sup> – preorder ticket sales end.
      - PTA and parent volunteers to count tickets.
        - Strips of 25 and put in a ziplock bag. (fold in 5’s)
        - Community service hours offered for students too.
  - Penny jars
    - Starts November 5<sup>th</sup>
    - Letters coming home soon.

**Special Events: Terri Lobb & Keri Nelson**

- September Movie Night was rained out.
- Next BEA sponsored movie night.
  - November 30<sup>th</sup> (5<sup>th</sup> Friday)
    - The Santa Clause
    - Free popcorn (BEA pays \$100 sponsorship.)
    - Possible bake sale opportunity – Terri will check with Main Street Bartow.
- Other event ideas? Please let Terri know.

**Communications Secretary/Volunteer Coordinator – Tiffany Bilbrey**

- Volunteer renewals. \$25 by November 30th. (extended from Nov. 1<sup>st</sup>) Then \$40. Must renew every 5 years.
  - Make sure you are still logging your hours until the new Focus system is up and running.
  - Log hours using book in front office or email Tiffany.

- Renewals and new volunteers must go through an orientation with Tiffany.
- October spirit night is Marcos was a success!
  - Students decorated pizza boxes and it was a hit.
    - Sales \$2817. Little more than double from last year.
    - Made \$440+.
    - Marcos has offered to make stickers next year. (student's name/class)
    - Ms. Rivera is willing to do artwork with students again next year.
- Upcoming Spirit Nights for 2018-2019
  - Dairy Queen – November 7<sup>th</sup> and March 6<sup>th</sup> – 4-8 pm.
    - Asking to change her time since it's an early release day. (earlier)
  - Beef's – January 9<sup>th</sup> from 6-10 pm.
  - Marco's – February 6<sup>th</sup>, and May 1<sup>st</sup>, All Day.
  - Curly Tails – December 5<sup>th</sup> and April 3<sup>rd</sup> – 3-8 pm.
- Contacting Perkins for another possible fundraising opportunity.
  - For Mother's Day.

### **School Supplies and STEM/Garden Liaison – Kelly Spezzano & Diane Hancock (garden contact)**

- Garden - Mrs. Bard likes the map/design plan and requested starting in January.
  - Connie Lopez (parent) has already been working in the garden.
  - Garden needs
    - Quite a few pavers were donated to create a path.
      - Still need about 30 more pavers. Post on Facebook.
    - Sand to prevent shifting.
    - Mulch for around the pond.
      - Dr. Nelson will contact the district for mulch.

### **Uniform Swap Shop/Holiday Shop: Tiffany Bilbrey**

- Swap shop – no new needs. (fully stocked)
- Holiday shop – more info will be coming.
  - November 9-16<sup>th</sup> delivery and set up on stage.
    - Need 12 tables and help with set up.
  - November 14<sup>th</sup> – spending sheets for students sent home.
  - November 26<sup>th</sup>- 30<sup>th</sup> – shopping open to students.

### **Membership & Booster – Stephanie Radford & Noemi Alfaro**

- Final date for new membership – November 16<sup>th</sup>.
  - Promote to BEA staff to inform parents. (award for 100% membership)
- Membership
  - \$6.00 per person. \$3.50 goes to the state PTA organization and the rest to PTA.
    - Classroom with most membership will get an popcorn incentive party.
- SAC meeting
  - Pushing ½ cent sales tax. Not a new tax, continuation of the current tax.
  - Noemi can get yard signs. Let her know if you'd like one.

### **Hospitality: Michelle Adams & Talesha Clements**

- Veteran's Day event
  - Reception
- Pies/desserts for teachers. (Thanksgiving)
  - Thursday, November 15<sup>th</sup>.
  - Sign up will be sent out soon.
- Potluck lunch coming up in December.
  - Need a new idea for teacher gifts.
    - Polo or oxford shirts

- Looking into companies and prices.

**Old/New Business**

**The next PTA Board Meeting is scheduled for Tuesday, November 13<sup>th</sup> at 8am in the Cafeteria.**

**Meeting adjourned at 9:18 am by Wendy Heath.**

**Members attended:**

Wendy Heath

Michelle Adams

Noemi Alfaro

Jasmar Bennett

Tiffany Bilbrey

Fraenda Carter

Talesha Clements

Charissa Kesler

Sherri Little

Terrie Lobb

Ann Matteson

Tracy Nelson

Kelly Spezzano

Brittanny Warren

Melissa Witmer

Shari Wolfe

Erin Key

Danielle Inman