

Swift Creek Elementary School PTA Meeting

November 10, 2015

Kim Partin, Vice President, called the meeting to order at 6:35pm in the media center. 20 people were in attendance, so we reached quorum for voting purposes.

Here are the topics discussed at this meeting:

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Treasurer's Report

Delores Ragsdale, Treasurer, provided a brief update on the income and expenses. For income, we've had money coming in for Book Fair, Fun Run, Membership, Family Fun Night, and the Read-a-Book Grant. We also had a \$500 donation from SAS (see Misc Income in the budget).

For expenses, we have purchased items and prizes for the Fun Run; payment for Cultural Arts program; items for Reflections winners; Hospitality events, such as the Early Release Luncheon; Healthy Lifestyles;

Membership dues to the state; PayPal fees (for online Fun Run donations and Spirit Wear sales); we also paid off the Stone's gift card balances.

Fun Run Update

Kim Partin, the Fun Run Committee chair, reported the total for the Fun Run was \$16,867.60. We still have at least one check coming in, so we should end up around \$17,000. This is \$3000 less than our \$20,000 goal.

Classroom winners will receive a pizza party this Friday, Nov 13.

- For Participation: Ms. Lipe (kindergarten) and Ms. Beauchamp (4th grade) had 100% participation, so both classes will receive a party.
- For Highest Total: Ms. Millichap's (second grade) class raised about \$1500.

One of the Fun Run grand prizes (tickets to Polar Ice House) was returned to the PTA. Before the PTA meeting, Kim and Ms. Bradshaw met to draw a new prize winner for the Polar Ice House tickets. This is something for the Fun Run to keep in mind for next year. We need to save the grand prize entries just in case we have a prize returned.

Jenn Miller raised a question about how the grand prize drawing occurs. For the past two years, every student entry has been put on a small sheet of paper and put into a large Tupperware container. Students who raise more money have more entries, so it is possible that a student could win over multiple years. This year, there were 1300 entries in the grand prize drawing.

Revisions to the 2015-2016 Budget

Because we did not meet our \$20,000 fundraising goal, the PTA officers met to discuss how to amend the budget for this year. In general, it was more a tightening of the budget rather than a cutting of programs.

Delores provided a budget with the proposed adjustments for meeting attendees to review. (See the end of this document.)

We discussed these revisions:

- In income, the amount for the Cougar Fun Run was changed to \$17,000.
- In expenses:
 - Book Fair expenses were lowered by \$250 to \$1250.00. With the removal of the Fall Festival/Parade of the Pumpkins, we had initially increased expenses for the Book Fair (when we created the budget over the summer). Also, Mrs. Ramsey was able to use books ordered in previous years to give to the students (rather than us having to buy new books for distributing to each child).

- Cougar Fun Run expenses were reduced by \$250. Not all expenses have been turned in, but we don't anticipate expenses being more than \$1500.
- Spring Fling budget was reduced by \$400 to \$1500. Inflatables were the major expense in the past, and since Wake County no longer allows inflatables, we shouldn't have this expense.
- Staff Appreciation/Hospitality was reduced by \$200 to \$2300. The Hospitality committee came in under budget last year.
- Training for PTA members (a \$100 expense) was removed from the budget.
- In the surplus to be spent:
 - Flag replacements expenses were reduced to \$150. We already have new US and North Carolina flags. All we need to purchase is a Swift Creek flag.
 - The Teacher Assistant Celebration expense (\$100) was removed. The TAs are included in teacher appreciation events (early release luncheons, birthdays, teacher appreciation week).
 - Grounds Improvement expense was reduced by \$500.

Kim made a motion to pass the amended budget. Christie Benjamin made the first motion; Mary Anne Bratton seconded. The members in attendance voted to amend the budget.

PBIS Committee

Mrs. Zardas is the head of the PBIS (Positive Behavior Intervention Support) committee. This is the committee behind the ROAR coupons. Ms. Zardas is asking for a parent to join the committee, so they can get parent feedback on their discussions. The meetings are the 2nd Monday of the month from 4:15 – 5:00, with the first meeting in December.

If you are interested, please contact Mrs. Zardas, Ms. Bradshaw, or a PTA officer.

New School Representative on PTA Board

In December, Mrs. Bratton will be retiring. For years, she has been one of two school representatives on the PTA board. We discussed whether we needed a new representative now that teachers from each grade level are attending the meetings.

School staff agreed that they would like to have someone regularly attending the meetings. (The teachers for each grade level attend on a rotational basis.)

ACTION: Ms. Bradshaw will discuss the need for a new representative at the next staff meeting. Mrs. Bratton will speak to the staff about her experience.

Art Fundraiser/Project

Years ago, when Caroline Richardson's oldest attended Swift Creek, there was a program where you could submit your child's artwork and have it turned into a magnet. Although we don't really see this as

a big moneymaker for our school, we wondered if parents would be interested in this opportunity. The parents at the meeting agreed that it sounded like a good idea. It would be especially good for holiday gifts, mother's day gifts, or father's day gifts.

ArtSonia was proposed as a possible vendor. In addition to magnets, they do pillows, shirts, etc.

ACTION: Kim will follow-up with Caroline about getting this program in place. We will need to work closely with Ms. Cannon (the art teacher) and see if she is also willing to help with this.

Location of the Next Family Fun Night

The fall Family Fun Night was held at McDonald's in Crossroads. Marie Dexter, the coordinator for these nights, wondered if people would be interested in either Chick-Fil-A or Sweet Tomatoes for the spring fundraiser.

The decision was for the school-sponsored event to still be at Chick-Fil-A. (This means there would be games, teachers would be present, etc.)

A "drop-in, if you want" event will be set up with Sweet Tomatoes. We won't have games, the staff won't have to attend, etc. It will be more a come if you wish event, but still an opportunity to raise money for the school.

ACTION: Ms. Bradshaw will send possible dates to Marie Dexter, who will then work with the companies to book these events.

Book Fair Update

Christie Benjamin, one of the Book Fair committee chairs, said that the Book Fair raised \$9835, which is \$20 more than last fall. Although this is listed as income in the PTA budget, all of this money goes back to paying for the books from Scholastic. However, Scholastic gives Mrs. Ramsey 50% of this total (or about \$4917) to spend on books for our school library.

A big thank you to Starbucks for the coffee and sides they donated to the Teacher Breakfast on Monday. Also thank you to Harris Teeter for donating fruit and Roly Poly for donating cookies to the Literary Night event.

Christie also thanked all the parent volunteers who helped out during the week.

Reflections Update

Ann-Margaret Alexander, the Reflections committee chair, said there were 20 entries for the Reflections program this year (which is up from last year). At Book Fair/Literacy Night, there was an art gallery in the school lobby to show off our student entries. This was successful.

Double-blind judging (the student doesn't know the judge's name and the judge doesn't know the student's name) occurred on Nov 4. The Reflections winners will be announced in the next newsletter. All winner entries will be turned in to county next week.

This is Ann-Margaret's last year at Swift Creek, so if you are interested in helping with Reflections next year, please let her know.

Membership Update

As of today, we have 243 PTA members. Our goal for this year was 250, so we are 7 members short. However, we did receive the Blue Key Membership award from the state because we turned in our membership dues on time.

Cougar Counter Update

Sue Fountain reported that the Cougar Counter is open on Tuesdays and Thursdays. Business is going well. She had to place another order.

We discussed how we can help kindergartners who win Character Ed coupons access the Cougar Counter. The Character Ed coupons are distributed once a month and are 50-cent coupons that can be redeemed for an item at the Cougar Counter. The problem is that the Cougar Counter is in the main building, and no one is available in the morning to take the kindergartners from their building to the main building.

This is also causing problems for kindergartners who want to redeem their lap cards for Walking Wednesday tokens.

ACTION: To resolve these issues, we will take the following steps:

- Lisa Barrangou, the Healthy Lifestyles chair, will give a container of Walking tokens to Ms. Lipe. That way, these tokens are in the kindergarten building and can be distributed when needed.
- Marie will contact Mrs. Chadwick about having members of the Swift Creek Social Club (SC2) taken items from the Cougar Counter down to the kindergarten building once a month. At this time, kindergartners can redeem the Character Ed coupons.

Painless Fundraising Update

The Fall Box Tops submission deadline was Nov 1. Swift Creek will be receiving a \$501 check from the program.

Marie Dexter, the Painless Fundraising committee chair, asked for ideas on how to increase participation in the program. Parents reported that they love the plastic bag with the magnet that they can hang on their fridge. They often wait until the bag is completely full before turning in the Box Tops. People aren't necessarily aware of the submission deadlines and the expiration dates on the Box Tops. Ms.

Bradshaw said she would be fine with participating in an incentive, such as if we raise X number of Box Tops Ms. Bradshaw will have to wear NC State red. Also Marie could work with the teachers to use Camp Out day, PJ day, etc as an incentive for their classroom. However, students love the little Oriental Trading prizes as well.

BAC Update

Emily McGraw gave a summary of the last BAC meeting. At this meeting, they discussed school report cards for the state. The website for accessing information for schools contains a lot of granular data, and the site itself is hard to navigate. Links to this site will be in the next newsletter.

Overall, the school report cards for Swift Creek, Dillard, and Yates Mill were basically the same. The highest performing schools in Wake County were northwest of Swift Creek.

PTA Social This Winter

Ann-Margaret has offered to host a PTA Social like we did last year. Everyone agreed that after the Science Fair (which is Jan 14) would be the best time. Maybe sometime in February.

Healthy Lifestyles Update

Lisa Barrangou, the Healthy Lifestyles committee chair, shared that Swift Creek's Walking Wednesday program is going to be featured at the AHA Wellness Seminar on Thursday. Other schools are going to come learn about our program. This event is open to anyone who wants to attend. Lisa will be attending as well.

Principal's Report

Ms. Kelly Bradshaw announced the following:

- Ms. Lipe is Swift Creek's Teacher of the Year. A parent representative from Ms. Lipe's class presented her with the class' gratitude for all her work and a small gift congratulating her for this achievement.
- Mrs. Bratton, the PE teacher, will be retiring in Dec. She has done a lot of things around the Creek and we will certainly miss her!

Ms. Bradshaw also presented to the parents a 3 year plan for Swift Creek. The goal is to improve scores by 5% every year. After reading the summary report, parents asked questions and provided feedback.

Meeting adjourned at 8:00pm. The next PTA meeting is Tuesday, December 15 in the gym. It will be followed by a drama/chorus performance. Everyone is invited to attend.

Marie Dexter
PTA Secretary 2015-16

Materials for Nov 10 SCE PTA Meeting

Meeting is on Tuesday, Nov 10 at 6:30pm in the media center. Please review the following information before the meeting.

Agenda:

1. Call to Order
2. Treasurer's report
3. Fun Run update
4. Discuss Budget Amendments
5. Book Fair Update
6. Reflections Update
7. Principal's Report

Summary of Treasurer's Report

For October, here is the list of our income and expenses:

Income	Expenses
<ul style="list-style-type: none">• Book Fair• Fun Run• Family Fun Night• Membership• Read-a-Book Grant• Spirit Sales• SAS donation	<ul style="list-style-type: none">• Fun Run• Cultural Arts• Healthy Lifestyles• Reflections• Hospitality• Teacher Allocations

Budget Amendments

Because we didn't reach our \$20,000 fundraising goal with the Fun Run, we are proposing the following amendments to this year's budget.

Amendments proposed to account for the \$3000 we didn't raise with the Fun Run.

Summary of changes:

- Carryover amount for next year - reduced by ~\$500
- Book Fair: no Fall Festival expenses this year; classrooms to purchase a second book for students and Mrs. Ramsey has some leftover from last year - reduced by 250
- Fun Run: a few outstanding expenses but not for the remaining amount - reduced by \$250
- Spring Fling: no rental fee for inflatables - reduced by \$300

- Hospitality: not all of budget was spent last year, also requesting food donations instead of catering - reduced by 200
- Training: no state conference attendees - \$100 cut from budget
- Inclusion of misc income
 - \$500 donation from SAS
- Surplus spending
 - TA celebration: TA are treated the same as teachers for appreciation events - \$100 cut from budget
 - Flags: grant money from last year to be used toward purchase of SCE flag - reduced by \$100
 - Playground Equipment: equipment has been purchased; remainder to be recouped - reduced by \$119
 - Grounds Improvement: reduced by \$500

Committee Reports for October

Cougar Counter – Sue Fountain

Things are going well. We are selling through most items and I am placing a second order. We are also giving out the walking Wednesday tokens and the ROAR counter is open at the same time right next to us. This makes it easier for the kids to go to one place for everything (Cougar Counter, ROAR counter and Walking Wednesday). Marie and Delores are graciously covering Tuesdays.

Cultural Arts – April Bartley

Silver Trout Arts will be performing on Wednesday, November 18 at 1:20 for grades 3-5 and at 2:30 for grades K-2. I will send out a Teacher Information Packet to teachers (or administration can send it out for me) from Silver Trout Arts in preparation for the performance.

I also have information I can pass along from Michael Beadle, writer-in-residence that came to work with the fourth grade, about the poetry contest he mentioned.

Healthy Lifestyles – Lisa Barrangou

Walking Wednesdays kicked off in October. New this year: teachers will stamp “Lap Cards” (one stamp for lap walked/run) and students will trade in a filled Lap Card (10 stamps) for a walking token at the Cougar Counter. Students may elect to trade in walking tokens at the end of the year for health-related prizes (sporting equipment, exercise gear, etc).

Cooking With Kids launched this month. Submissions are accepted anytime, and a raffle will be drawn monthly to determine the winning chef. Winner receives a \$20 gift card to a local grocery store.

Hospitality – Elizabeth Worthy and Sela Vaughan

We celebrated Cafeteria Appreciation Week the week of October 19. The next early release luncheon will be on December 18. We will send out a sign up genius early December.

We will likely treat the teachers to some homemade treats the week of December 14. Look for a sign up genius for that too in Early December.

Membership – Melinda Gelsinger

As of Nov 2, we have 243 PTA members. 7 more to go to meet our goal for this year. Helen Bass recently sent an email to Grade Parents and encouraged all to join PTA. We have about 5 grade parents that have not yet joined. I will send home another PTA membership form to them in Tuesday folders. Ms. Sharif-Clark has the highest percentage of parents that have joined the PTA (63% of her class).

Swift Creek PTA
Profit & Loss Budget vs. Actual
 July through October 2015

3:42 PM
 11/02/2015
 Cash Basis

	Jul - Oct 15	Budget	\$ Over Budget	Proposed Amendments
Ordinary Income/Expense				
Income				
Book Fair	888.35	13,500.00	-12,611.65	
Cougar Fun Run	16,745.60	20,000.00	-3,254.40	17,000.00
Family Fun Night	536.54	1,000.00	-463.46	
Interest	0.41	5.00	-4.59	
Membership Dues	1,418.00	1,500.00	-82.00	
Painless Fundraisers	367.89	3,000.00	-2,632.11	
Read-A-Book Grant	500.00	500.00	0.00	
School Spirit Sales	954.00	4,000.00	-3,046.00	
School Store-Income	0.00	1,000.00	-1,000.00	
School Supply Kits-Income	599.08	3,000.00	-2,400.92	
Yearbook Income	0.00	6,000.00	-6,000.00	
Total Income	22,009.87	53,505.00	-31,495.13	50,505.00
Expense				
Agendas	896.71	896.71	0.00	
Book Fair - Entertainment	0.00	1,500.00	-1,500.00	1,250.00
Book Fair Media Ctr Books	208.00	13,500.00	-13,292.00	
Cougar Fun Run - Expense	587.66	1,750.00	-1,162.34	1,500.00
Cultural Arts	3,325.00	4,000.00	-675.00	
Drama Club	487.21	750.00	-262.79	
Fifth Grade Celebration	0.00	600.00	-600.00	
Healthy Lifestyles	230.88	500.00	-269.12	
Insurance Bonding	290.00	290.00	0.00	
Landscaping	0.00	300.00	-300.00	
Membership - Expense	844.00	1,000.00	-156.00	
Miscellaneous - Expense	0.00	125.00	-125.00	
Office Supplies	0.00	125.00	-125.00	
Painless Fundraisers Expense	97.78	3,000.00	-2,902.22	
Paypal fees	127.47	75.00	52.47	
PBIS Support - Store Coupons	0.00	250.00	-250.00	
Principal Discretionary Fund	515.43	1,500.00	-984.57	
Printing	82.41	750.00	-667.59	
Printing/Student Directory	0.00	300.00	-300.00	
PTA Newsletter Printing	0.00	500.00	-500.00	
Read-A-Book Expenses	0.00	500.00	-500.00	
Reflections	212.86	500.00	-287.14	
Safety Patrol	0.00	150.00	-150.00	
School Spirit Expenses	0.00	3,000.00	-3,000.00	
School Store - Expense	177.24	600.00	-422.76	

	Jul - Oct 15	Budget	\$ Over Budget	Proposed Amendments
School Supply Kits	0.00	3,000.00	-3,000.00	
Science Fair	0.00	500.00	-500.00	
Spring Fling expenses	0.00	1,900.00	-1,900.00	1,500.00
Staff Appreciation/Hospitality	583.71	2,500.00	-1,916.29	2,300.00
Staff Assistance				
Grade level Grants	11.70	3,600.00	-3,588.30	
Teacher Allocations	4,212.03	4,500.00	-287.97	
Teacher Assistants Allocations	80.00	100.00	-20.00	
Total Staff Assistance	4,303.73	8,200.00	-3,896.27	
Teacher of the Year	0.00	255.00	-255.00	
track team transportation	0.00	125.00	-125.00	
Training	0.00	100.00	-100.00	0.00
Winter Fling	0.00	500.00	-500.00	
Yearbook Expenses	0.00	6,000.00	-6,000.00	
Total Expense	12,970.09	59,541.71	-46,571.62	58,341.71
Net Ordinary Income	9,039.78	-6,036.71	15,076.49	-7,836.71
Other Income/Expense				
Other Income				
Carryover from Previous Year	16,636.94	16,636.75	0.19	
Misc Income	500.00	0.00	500.00	500.00
Total Other Income	17,136.94	16,636.75	500.19	17,136.75
Other Expense				
Surplus to be spent/Prior Year	572.06	2,489.95	-1,917.89	1,671.13
Total Other Expense	572.06	2,489.95	-1,917.89	1,671.13
Net Other Income	16,564.88	14,146.80	2,418.08	15,465.62
Net Income	25,604.66	8,110.09	17,494.57	7,628.91

Surplus to be spent/Prior Yr Proposed Wish List:			
	Jul - Oct '15	Budget	Proposed Amendments
Type to Learn	0	100	
School/PTA website fee	39.95	39.95	
All County Chorus	0	100	
Teacher Asst. Celebration	0	100	0.00
Flag Replacements	0	250	150.00
School Banners	150.93	400	
Playground Equipment	381.18	500	381.18
Grounds Improvement	0	1,000.00	500.00
Total	\$572.06	\$2,489.95	1,671.13