

Mills Park Middle School PTSA

Title: Board and Committee Chair Meeting

Date: June 20, 2010

Location: Mills Park Middle School

1. Welcome
 - a. Ann Cogdill: acogdill@wcpss.net our Queen of Everything
2. Emails: everyone do job based gmail account, send to Debbie
 - a. Send copy via email to Mr. Smith
3. Treasurers Report: Trudi: First Citizens best option: lots of freebies! No minimum
 - a. \$2000.00 donation from Mills Park Elementary
 - b. Expecting check from Highcroft
 - c. Check signers: President, Treasurer, Secretary
 - d. Which feeder schools should we contact
 - i. Bobby: Salem and Daniels, Cindy Green Hope and Brier Creek
4. Roles of VPs: what are the two roles? Discuss work we'll do first
 - a. Cultural Arts program important to Mr. Smith
 - i. Info meetings are set for Aug 4th, makeup Aug 10th, showcase date Sat Aug 14th
Trudi will support the chair to be determined....
 - b. Directory Committee needed : get when sign up for PTA do electronically with a few paper copies. Need form letters about joining directory, join PTA to get a copy, maybe a raffle at the table as well? Trudi checking on rules
 - c. Reflections committee: Stacey will help with this one
 - d. Membership Committee
 - e. Spirit Wear (Olivia Promotional Partners: Mills Park Elementary partner, AD from West Lake: embroidery etc.) Nancy Myers and Judy Connor are willing volunteers. Mr. Smith flexible. Need to get 3 quotes. Be consistent with Logo. Limit numbers. Get from Mr. Smith: print a prototype and run by Mr. Smith – point person for approval. Get things ready to roll for Open House and Meet the teacher. Data manager has pantone color: Robert Abbot.
 - f. Rewards and Recognition: end of year Academic Awards Ceremony per grade (\$1500 cost approx) medals, individual awards. PTA pays for awards certificates medals, etc.
 - i. Character ed quarterly/monthly?
 - ii. Volunteer of the month from PTA?
 - g. Grants: teachers apply for help on certain projects, Indent-a-kid?
 - h. Staff Appreciation
 - i. Fine Arts Committee: no drama and chorus during the day: club level? Probably no pta help needed: Roll under cultural arts

- j. Fundraising
 - i. Chick-fil-a
 - ii. Box Tops for Education
 - iii. Harris Teeter VIC Cards (on membership form vic#)Target too
 - iv. Book fair? Mindy ? Media specialist
 - v. Spirit Nights
 - vi. Scripts
 - vii. No fuss: write a check, we won't ask you to sell anything: one time donation.
Do we give a thank you like a shirt or a plaque? Sponsorships?
 - k. Ways and Means
 - l. Publicity/Communication
 - i. Newsletter, webpage
 - m. 8th grade events:
 - i. 8th grade dance after 8th grade EOGs
 - ii. Cookout/picnic (students pay for both a per person charge.)
 - n. Odyssey of the Mind?
 - o. PTA: provide agendas for all students: big line item \$7000.00. School is doing it this year.
5. Will PTA have a space in school? Yes. See Q.o.E!
 6. How should we do website? Under Communications Committee
 7. SCHOOL STORE? Once a week? Parents volunteer to staff.

Dates:

Faculty first meeting 8/17th: local church donating sandwiches. Should we bring drinks/chips and desserts. (65 people.)

Afternoon of 18th: Open house: 6th grade 1-2ish, 7th 2-3ish etc....

Ribbon Cutting Ceremony: 8/20 9am PTA bring in bottled water, coffee and bagels approx 30 people

Meet the teacher: Sept 7th? 6-8pm PTA set up in cafeteria

Need to get our forms to send home a couple of weeks ahead of school.

Form letters, thank you for the grants, grant request letters, pta membership, donations, volunteers.