

Horizon Elementary PTA Board Meeting

September 8th, 2016

Call to Order: 6:08pm.

Approval of Minutes from June 2016 Meeting: Minutes from June have not yet been obtained from the previous Secretary, Holli Loghry; therefore, approval is not possible at this meeting.

Financial Report:

- Cash balance about \$22,000 at the end of last year and beginning of this year.
- No large purchases coming. However, Carnival deposit will need to be made in the next 30 days to reserve equipment for about \$3,100.
- Next month's financial report should reflect the teacher gift of swag bags expense as well as the additional Spirit Wear purchase of about \$2,500.
- Next month should also reflect the amounts collected at Open House from Spirit Wear sales and Membership.
- Motion to approve the budget from Lisaye Manning. 2nd from Amanda Patriche. Budget approved.
- A fall fundraiser was discussed in addition to the McTeacher Night scheduled for November 10th to ensure we collect enough funds to cover expenses this year. 31 Gifts is the thought and a display at Curriculum Night was also discussed. However, we need to still look into their contribution percentage back to the school and the details of this.

Teacher's Report:

- Mrs. English has volunteered to be our PTA Teacher Rep for another year. She was not present at the meeting; however, she passed on the news that she has a goal of 100% teacher enrollment for the PTA this year. Mrs. English suggested we attend their staff meetings on Mondays after school more often to rally the teachers and keep them informed on the PTA events.

Principal's Report:

- Mr. Erdly is not present at the meeting tonight due to a conflict and neither is our new Vice Principal, Ms. Bains, due to illness.

Old Business:

- Art Docent Program: The PTA Board voted to purchase materials from artdocentprogram.com to enhance the 2016-2017 Art Docent Program on 8/25/16 via electronic email.
- Kent School District Bond: The PTA voted to endorse the Bond on 8/27/16 again thru electronic email.

New Business:

- Carnival:
 - Linda Dement contacted Clowns Unlimited to determine the difference in cost between a Friday and Thursday evening. Using the equipment we rented last year as a base line, Thursday's quote is \$5,900 and Friday's quote is \$6,600. Even with this difference in cost, the Board consensus is that we may have a higher turn out if the event is on a Friday evening. We may even adjust the hours of the event to be from 5:30pm to 8:00pm instead of 5:00pm to 7:30pm as it has been in the past.
 - Linda Dement will complete the facility use form for Friday, June 16th for the official date of the Carnival this year.

- Lisaye Manning is going to look into other vendors for rider equipment before we make the deposit with Clowns Unlimited.
- Some discussion on changing up the games or providing more for the older kids. Maybe field games in the upper playground.
- Curriculum Night:
 - The PTA will have ten minutes to discuss PTA activities or any other items. We voted for Linda Dement to do the talking at this event. Discussion topics include:
 - The upcoming Bond.
 - Getting connected with the PTA via website or Facebook.
 - Art Docent Program in need of volunteers.
 - Hospitality Chair desperately needed for this year.
 - Linda Dement will also be filling out the facility use form for this event so that we may have use of the library.
- Clothing Bank:
 - Volunteers needed for the 9/13/16 event. This is not Horizon's scheduled volunteer time at the Clothing Bank; they are just expecting a high volume of shoppers and need the extra help.
 - Horizon's required volunteer time slot this year is on April 18th.
- Sock Hop Halloween Dance:
 - Since the Clothing Bank is in need of socks, we decided to make the dance this year a "sock hop." Participants who bring a package of new unopened socks can get into the dance for free this year. Otherwise, admission is just \$1.00. Discussing possibly increasing the admission amount.
 - Linda Dement will be filling out the facility use form for this event.
 - Brandy Galloway has offered to donate her Polaroid camera for this event and the PTA would just need to provide film and a backdrop for this year's photo booth.
- Hawk Tales Newsletter:
 - Linda Dement created a draft of this month's Hawk Tales for approval. It was suggested we simply make it clearer that it's from the Horizon PTA. It was also suggested we print them on colored paper this year and the same color to keep it consistent.
 - Linda Dement will be checking with her printing contact, Jen Hatfield, to see if this is possible.
- Other/Miscellaneous:
 - October Book Fair date changed and is actually from 11/14 to 11/18.
 - Friday, 11/18 is also our Movie Night so possible talk of a late night that night.
 - Linda Dement will be working with Corinne Cronk and the Book Fair folks to hone in on exact times we will need volunteers for.
 - Red Dot List Changes:
 - Office staff has created a new system for red dot items going home in Hawk folders.
 - Red dot folders for each teacher were created. They may be found in the office in the back under their printer.
 - Items must be in the folders by Tuesday evening to ensure delivery home in the Hawk folders on Thursdays.
 - Company Donation Forms:
 - Linda Dement discovered most forms need to be found by an individual through their employer this year.
 - Most of the forms need our tax ID #; however, the PTA cannot just print that information on the Hawk Tales since it's like the PTA's SSN#. Therefore, we will simply put out a blurb to request that information to email the PTA.

- Some forms have been obtained and have been posted to the Facebook page and copies will be available at Curriculum Night.

KAC PTA Updates:

- We received 24 PTA members for attending the meeting in August. This is through a partnership with Denali Credit Union.
- Region 9's Fall Conference is this Saturday, September 10th; however, no one is able to attend.
- As for future KAC Meetings, Linda Dement volunteered to attend September's meeting on the 25th, Michelle Dean volunteered to attend October's meeting and Lisa Bradford volunteered to attend November's meeting.
- Training is required for all board members. PTA and Law is a required training for one person.

Adjourned: 7:44pm.