



## EMS PTA Meeting Minutes

August 23, 2018

9:00 am/Room 12

### 1. Call to Order & Introductions – Dana Reif

- A. Dana called the meeting to order at 9:05 am. She introduced herself and fellow PTA Board Members Paige, Nicole, Vicki, and Diana to those in attendance.
  - i. **Secretary Nomination:** Nicole Piatt is a new member of the EMS PTA and has been nominated for the Board Member position of Secretary. Paige Feuchter motioned to approve the addition of Nicole Piatt to the PTA Board, Asia Baca seconded the motion and Nicole Piatt's addition to the PTA Board as Secretary was approved unanimously.
  - ii. **Vice President of Membership Position Vacated and Nomination:** Kaili Butare elected to vacate her position as Vice President of Membership, as she will no longer have any children in attendance at EMS for the coming school year. Due to the departure of Kaili Butare, Diane has been nominated to replace Kaili as Vice President of Membership. Diane Lopez has agreed to joined the EMS PTA for the 2018-2019 school year, after previously serving as Vice President of Membership. Paige Feuchter motioned to approve the addition of Diane Lopez to the PTA board, Asia Baca seconded the motion and Diane Lopez's addition to the PTA Board as Vice President of Membership was approved unanimously.
  - iii. **Effective immediately, the 2018 - 2019 PTA Board Members are as follows:**
    - 1. Dana Reif, President
    - 2. Paige Feuchter, Vice President of Fundraising
    - 3. Vicki Stikland, Treasurer
    - 4. Diane Lopez, Vice President of Membership
    - 5. Nicole Piatt, Secretary
  - iv. A brief introduction of all members and staff in attendance was also conducted.

### 2. La Cueva Exchange Student Home – Susan Ellenwood

- A. Susan discussed the need for a host family for an Exchange Student with Education, Travel, & Culture attending La Cueva High School this year. Susan informed the forum that the information on hosting will be included in this weeks Five Star Friday or those present who would like to contact her may do so directly via email at ellenwoodabq@gmail.com or through phone at (505)697-0510.

### 3. Presentation and Approval of Previous Meeting Minutes – Nicole Piatt

- A. Nicole presented the meeting minutes from May 2018 and July 2018 for approval. Nicole motioned for approval of the May and July Meeting Minutes, Paige Feuchter seconded the motion and the Minutes were approved unanimously.

### 4. President's Report – Dana Reif

#### A. School Grade

- i. Dana informed the forum of the updated school rating of an A for the 2017-2018 school year. Kudos were expressed to the Administration and Staff present for their diligent work to bring the school up from a B for the past 5 years to an A.

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**B. Schedule (Year Planner)**

- i. Dana reviewed the 2018-2019 Year Planner, as well as informed the forum that the planner will be sent to all PTA members and committee volunteers and posted on the PTA Facebook page. Dana went over the next semester of PTA meetings, as well as where those dates will be posted and displayed on social media.

**C. Craft Fair Update**

- i. Dana informed the forum of the event date, December 8, 2018. She further informed every one of the great needs for volunteers for the Craft Fair, as well as the need to get the word out to potential vendors for the event. 2<sup>nd</sup> year PTA is running, and we need help. Dana discussed her upcoming meeting with Renee, a parent of a student at EMS who runs craft fairs not associated with EMS, for pointers, advice, etc.

**D. Volunteers**

- i. Reminder that everyone needs current background checks ASAP. referred to website for background check. good for 2 years, \$12.

**E. Golf Club**

- i. Clubs meeting next week, starting activities first week of September. Possibly moving to booster club next year to allow for more participants

**F. Spirit Shirts**

- i. Dana informed the group that the PTA will sell EMS Shirts during A and B lunch in the cafeteria on September 5, 2018. Victor will include this information in his weekly email update.

**G. Suggestions**

- i. Dana informed the group that we are only as strong as the number of volunteers we have and the quality of work each person puts in and that we are a team-based group that welcomes comments and suggestions on anything at any time!

**5. VP of Fundraising's Report – Paige Feuchter** (will include VP of Membership's Report this month as Diane Lopez just joined the board within the past week)

**A. Corporate Sponsorships**

- i. **Information:** Basic information on corporate sponsorships was provided, including the tiers of donation amounts as well as the ability to customize donation packages per business.
- ii. **Halton Orthodontics:** provided breakfast and supplies to teachers on August 6 when they returned to school. Paige will seek another corporate sponsorship from their office this year.
- iii. **TAP:** Elected for a \$250 corporate sponsorship which allows them, among other things, inclusion of their logo in each weekly Five Star Friday newsletter.

**B. Direct Donations**

- i. **Current Donation Amount:** Thanks to those who donated, we are currently at \$3,065.00 in direct donations.
- ii. **Campaign:** Paige will facilitate a campaign in October for 3 weeks. The suggested donation amount continues at \$75.00 per child or \$125.00 per family, all of which is – 100% tax deductible.

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### C. PTA Membership

- i. **New Board Member for VP of Membership:** Paige introduced Diane Lopez, who is joining the PTA Board again for VP of Membership. Paige will transfer all files to Diane for her to take over the position moving forward. Intro Diane
- ii. **Current Member Count:** Paige announced the current PTA member count of 67, which includes 20 staff members. This is an increase over the 45 members the PTA had at this time last year. Kudos to those who have signed up.

### 6. Treasurer's Report – Vicki Stickland:

#### A. Status of 2018-2019 Budget

- i. Vicki reviewed the status of this year's budget, expressing the need to finish the budget after reconciling April and May 2018. She advised those present that the 2017-2018 Budget had been posted by the front doors of EMS for review by PTA Members. Once complete the budget will be posted on the PTA website and sent to PTA members. It will also be included in Victor's Weekly Update email.
- ii. Vicki shared the addition of two-line items this year - the marquee sign and web training (1K). We have incurred the cost of two repairs to the recently installed marquee sign and Dana informed the group that the next repair should be at no cost, as it was a redo of a recent repair.
- iii. The current PTA bank balance is \$33,962.41, with approximately 30-33K spent last year based on the current review. It was noted that our revenue is on track to be slightly more than last year, so coupled with a review and possible reduction of some line items the PTA hopes to maintain budget numbers for this school year. A hard copy of the current financial statement was not available for the meeting.

### 7. Secretary's Report – Nicole Piatt:

**A. Attendance:** Nicole took attendance of the group via a sign-up sheet, ensuring all present completed the form. 28 people were in attendance for this meeting, including all PTA Board Members.

#### B. Committees:

- i. **Present the current Committee Sign Up's:** Nicole reviewed the status of the committee sign ups as of August 23, 2018. Feedback was given to include more detail on committee information, including work expectations and dates, on sign up genius. Nicole will be updating Sign Up Genius in the coming days with detailed descriptions before Victor sends out to the school again in his Weekly Update email on Sunday.
- ii. **Requests for more volunteers per committee needs:** Library & Workroom Committee needs more volunteers as there are a few gaps in scheduling. Also expressed the need for a committee chair for Library/Workroom, Staff Appreciation and Staff Luncheons.

### 8. Committee Reports – Nicole Piatt will facilitate chair member committee reports

- A. Instruction Council:** Nicole updated the forum on the first IC meeting, giving a brief description of the data reviewed on the schools new A rating, as well as PARCC proficiency data.
- B. Staff Luncheon:** Nicole informed the group of the upcoming Summer Salad Staff Luncheon on the 30<sup>th</sup>, the need for food donations, and help for the event. Another request for help will be sent via Sign Up Genius.

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- C. **Cookie Exchange:** Suggestion was made to change the name of this committee to match the event. Nicole will change Sign Up Genius to indicate “Spoil the Staff with Cookies” in the coming days.

9. **Principal & Assistant Principal’s Report – Victor Sanchez/Holly Hargrove:**

- A. **Kagan Training:** Victor updated the group on the upcoming school wide Kagan training January 4, 2019. He informed the group of the availability of the APS Success Award Grant through the APS Education Foundation and input was provided to tweak the grant application. If approved \$8,300.00 will be awarded to the school for the training, allowing the PTA to reallocate the \$7,000.00 in funds they earmarked for the training. The grant will be submitted within the next week and should be awarded this Fall.
- B. **WEB Training:** Holly explained the WEB program to new parents, as well as the desire to continue the mentorship side of the WEB program throughout the entire year, as opposed to just the first week of school as in year’s past. The upcoming WEB training that PTA budgeted funds for will help with this effort.
- C. **Kindness Challenge:** Update on Kindness Challenge coming up in September
  - a. Theme days for kindness throughout the month of September and once September is done the goal is to carry out through the year. Request was made for “challenge” suggestions and to email Holly with ideas.
- D. **School branding:** School Environment/Brand/Discipline Efforts/Social Media
  - i. **School Environment:** Victor reviewed the push to create a culture of kindness at Eisenhower and multiple parents shared stories on the positive impact that push is already having on their students after 2 weeks of school.
  - ii. **Discipline Efforts:** Victor also reviewed the remarkably low number (2) of referrals since the first day of school, as compared to about 12 this time last year. He also explained the restorative justice approach to relationships and behavior and how they are working on implementing that when and where applicable.
  - iii. **Efficacy:** Victor reviewed his method of efficacy, working on what works (#workingonwhatworks), with the group explaining the research behind this method and how it helps build not just better students, but better members of society and ensuring these kids are receiving all the tools necessary to succeed throughout middle school and onto high school and beyond.
  - iv. **School Branding and Social Media:** Victor shared the different social media platforms EMS is using now to reach more of the community and communicate with the students in the ways they use most (Twitter @emsgenerals and Facebook @Eisenhower Middle School). Twitter is often updated daily with exciting pictures and notes on events, lessons, and announcements. An Instagram page will possibly be set up by the end of the semester. IT was also noted that the school’s webpage is still under construction as the district implemented a new and less user-friendly platform over the summer, which has caused a delay in the posting of teach websites, pertinent information etc. Emphasize was put on paying attention to the information in Victor’s Weekly Update emails sent Sunday, as he will be putting a lot of detail in there to supplement the lack of availability on the website.
- E. **Parking/drop off issues:** Off agenda item brought to the attention of the administration by multiple parents. Victor lead a discussion on promoting patience within parents and all those picking and dropping off kids at school. He further explained why the school does not receive a designated crossing

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guard, as well as why they are unable to position a staff member or parent on the city streets across from EMS. Victor urged parents to speak their concerns via the city's 311 line (by calling or using the app), as a group of parents typically holds more clout with the city than the staff would doing the same thing. Suggestions were made to include some more details and tips to parents regarding pick up and drop off policies in the weekly newsletter and Victor's Weekly Update email.

**10. Adjournment – Dana Reif**

- A. Dana motion to adjourn the meeting at 10:08 am, Nicole Piatt seconded the motion and the meeting was adjourned at 10:08 am.