

**Eisenhower**  
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approved  
11-29-18  
Amanda Houptman

**EMS PTA General Meeting Agenda**  
**October 18, 2018 – 9:00 am – Room 12**

1. **Call to Order & Introductions – Dana Reif:** Dana called the meeting to order at 9:00 a.m. and all in attendance introduced themselves (see sign in sheet for complete list of attendees).
2. **Presentation of Previous Meeting Minutes – Nicole Piatt:** Nicole presented the September 18, 2018 Meeting Minutes for approval. Meeting Minutes will circulate during the meeting prior to vote for approval.
3. **President's Report – Dana Reif**
  - A. **Secretary Vacancy:** Dana pleaded again for someone to fill the position of Secretary.
  - B. **Marquee Repairs:** M&J Signs provided a quote of \$1,837.51 to replace 9 more digits on the sign (4 of which are warranty). Due to the extensive ongoing costs of this sign and the appearance that repairs are always needed after precipitation, it was mutually agreed that the sign repairs would be put on hold at this time, especially since the PTA committed \$8,300.00 for EMS Staff Kagan Training.
  - C. **Wix Website:** Dana turned the discussion to Nicole who made the request to approve cost of \$7.00 per month for Wix website upgrade for PTA Website (Wix and other website building services currently offering sales ending October 18<sup>th</sup>). This upgrade would allow us to make the domain name much simpler, the site more professional and accessible, and the ability to combine the craft fair and general PTA site into one page (reducing redundancy). Asia Baca motioned to approve, Abby Vigil seconded the motion and the cost of \$7.00 per month to upgrade the PTA website was approved unanimously.
  - D. **Committee Updates:**
    - i. **Craft Fair Update:** Craft Fair booths are filling up fast, but the need for volunteers remains large. Dana indicated Dawn Goodwin with the National Junior Honor Society committed to advertising the event to members as an opportunity to fill their service hours and Victor Sanchez committed Student Council students help as well. Dana confirmed breakfast and lunch would be catered by Hello Deli. Set up would start Friday, December 7<sup>th</sup>, right after school. Victor will arrange for custodian help throughout the day.
    - ii. **Book Fair Update:** The Fall book fair theme is Enchanted Forests. The Book Fair committee has been coordinating and created signups for volunteers. Sign Ups for the book fair remain open, so a plead for more help in that area was made. All arrangements between Linda Raybould and Treasurer have been made for petty cash, deposits, etc. for the entirety of the fair.
    - iii. **Mini-Grants Update:**
4. **Science Fair Report – Tybi Finnegan**
  - A. **Volunteers:** Tybi requested assistance with the January Science Fair (particularly set up, tear down, judges and runners). PTA committed to creating a Sign-Up Genius closer to the event to assist, Nicole Piatt will coordinate with Tybi for this. Also confirmed budget availability of \$250.00 for Science Fair funds. Tybi has medals in stock left over from last year, so the amount of money needed for medals should be less that budget. Nicole and Tybi will coordinate costs and purchases closer to the event.
  - B. **Request for Boards:** Tybi also requested assistance in providing display boards for the students. At this time Walmart has cartons for \$56.13 each (24 boards per carton). Funds were not approved to purchase at this time, due to the unknown number of participants, but ideas such as donations or use of

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some budgeted funds (earmarked for medals) to go towards the purchase was mentioned, again nothing approved at this time. Will discuss more closer to the event.

5. **VP of Fundraising's Report – Paige Feuchter**
  - A. **Direct Donation Campaign Results:** Currently \$9,856.06 have been raised in Direct Donation funds, exceeding our budgeted goal of \$8,500.00. Results of the donut parties are pending.
6. **VP of Membership's Report –Diane Lopez**
  - A. **Current Membership count:** Current PTA membership count is 68, 33 of which are EMS Staff Members.
7. **Treasurer's Report – Nicole Piatt:**
  - A. **Current bank balance & financial status:** \$41,688.04 as of 10/18/18.
8. **Secretary's Report – Nicole Piatt:**
  - A. **Attendance:** Nicole took attendance of the group via a sign-up sheet, ensuring all present completed the form. 12 people were in attendance for this meeting, including the PTA Board Members.
  - A. **Motion to Approve Previous Meeting Minutes:** All members reviewed the September 18 Meeting Minutes and a Motion to approve was entered by Paige Feuchter, seconded by Asia Baca and the minutes were approved unanimously.
9. **Principal's Report – Victor Sanchez:**
  - A. **Update on Kagan Training:** Victor announced EMS was not approved for the Wells Fargo grant to cover the costs for Kagan Training. PTA will proceed with payment. Victor requested a letter from the PTA indicated it was in our approved budget and will be paid for by EMS PTA, Nicole committed to sending by week end and will coordinate payment arrangements with Victor.
  - B. **Upcoming Parent Teacher Conferences:** Victor discussed the upcoming Student Led Conferences and the push to ensure parent attendance is high. Comments were made for Victor to focus on expressing to families that the Conference isn't a time to only hear grades on your student, but a time for the student to stand in pride and show off their achievements in front of their teacher and family.
10. **Adjournment – Dana Reif:** Dana motion to adjourn the meeting at 9:52 am, Nicole Piatt seconded the motion and the meeting was adjourned at 9:52 am.

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