

**New Prospect Elementary PTA
Executive Board Meeting
Tuesday, September 1, 2009**

Meeting called to order at 9:30 am.

Those in attendance included: Karen Kirby, Kim Tobin, Jenny Idichandy, Danna Kelley, Charlia Faulkner, Lisa Kaplan, Jill Dunn, Lori Harmeyer, Julie Amato and Elaine DeSantis.

- Minutes approved for August.

Guest Speaker - Barbara Thomas/North Fulton Council

- Role of North Fulton Council is to answer questions, provide training, facilitate any Board questions.
- Council hosts “School of Information” twice a year.
- Would like our school to share information with other schools, many with new PTAs.
- Reminded us to celebrate small achievements, maintain good relationships with principal and staff.
- Council is planning cluster meetings to provide PTAs opportunity to share best practices, etc.
- Best practice going forward for utilizing video-based PTA meeting in conjunction with Curriculum Night – 1) publish PTA budget and give individuals one week to respond with any questions 2) still have a face-to-face meeting to take an official vote.

Administrative Update: Charlia Faulkner

- H1N1/flu preparedness flyers are going home with children today. Only considered “H1N1” if hospitalization is required; otherwise it is considered “flu”.
- Purchase order being submitted for “Constant Contact” tool to maintain email distribution to replace the hard copy Nuggets newsletter.
- Nuggets will continue to be distributed hard copy thru the month of September.
- PTA can continue to submit articles for the electronic version of the Nuggets.
- Feedback was given that teacher websites are very valuable to parents. PC classes for the teachers are being planned.
- www.schoolnotes.com is a tool in use at Webb Bridge.

General Business/Old Business: Karen Kirby/Kim Tobin

- Nametags have been ordered for new Board members.
- PTA mailboxes have been relabeled.
- Karen asked for cell phone numbers for the Board; if not in attendance please forward to her.

Treasurer Report: Jill Dunn

- Membership made their budget numbers for the year!
- Kroger was removed from budget for now; Jenny will investigate their grant submittal process.
- Spirit Wear sales are down to date for the year.
- Forms have been filed to change the audit year to August 1-July 31.
- Audit documentation is set to be submitted.
- Approval was given to close the Region's Bank account.
- Teacher appreciation may be changed from catering to bring a dish based on how the budget numbers look.
- Please remind your committees to submit pink forms for their expenses.

Fundraising: Lori Harmeyer

- "Spirit Wear Fridays" was discussed to encourage spirit wear purchases in addition to school spirit.
- Sally Foster will continue to be advertised in the Nuggets. Flyers will only be sent the beginning of October and November.
- One time donation letter will be sent September 17th.
- Creek View will give us the banners that they customized for their Fun Run.
- Online auctions were discussed as a potential for next year.
- Mr. Maroney was to check on using AHS auditorium for the Ricky Kalmon Fundraiser.
- A "Bunko Night" fundraiser was discussed based on a parent volunteering to coordinate. First week of December would be a good time.

Family Events: Julie Amato

- Still need a Bingo chair.
- A "Dad's Club" was discussed as an opportunity to get father's more involved in the school; Julie will investigate.
- Hellen Brown is chairing the Newcomers Breakfasts. Our first one is September 17.
- Still need a chair for Snowflakes & Hotcakes.
- Snowflakes & Hotcakes tentatively changed from February 20 to February 6.

Communications: Danna Kelley

- Yearbook Committee will investigate online orders for the next school year.
- A Kindergarten CAT Mom shared a tool that she utilizes to share info with her classroom called Basecamp. To sign up for an account go to <https://signup.37signals.com/basecamp/Free/signup/new?source=basecampHQ.com>
- Directory – ad sales should just cover costs.

Academic Enrichment: Sylvie Petitgenet

- Reflections theme is “Beauty is ...”. Per Ms. Faulkner the bulletin board between Clinic and PTA office can be utilized for Reflections. Projects will be due September 8-October 16.
- A Chair for Cultural Arts is still needed. Feedback will be requested from teachers and staff related to artists.
- Exceptional Children’s Week will be chaired by Cindy Smith & Sue Swanson.

Student Services: Lisa Kaplan

- Teacher Appreciations Luncheons are scheduled for October 23, week of February 8 & April 23.
- Would like to get Teacher Appreciation Chairs for next year involved this year so that they “know the ropes”.
- Still need a Trivia chairperson.

Business Alliances/Membership: Jenny Idichandy

- Everyone should sign up for Georgia Natural Gas program!
- Stars & Strikes chair is still needed.
- NPES PTA met “Gold” level for membership for the year!
- Both Bruster’s and Chick-fil-a nights went very well.
- There will be a membership/yearbook/brick table at Bingo Night.
- Membership/yearbook/brick forms will be included in Newcomers packets.

New Business: Karen Kirby/Kim Tobin

- Met with Creekview E.S. to discuss their Science Lab. Startup cost for them was \$3K; note that they have a larger student population. Lab is staffed by parents. Feasible from a cost perspective to have a lab in place by 2nd half of this year (based on Boosterthon results).

Next Executive Board meeting will be Tuesday, October 6th at 9:30am.

Meeting Adjourned 11:45 am.

Respectfully Submitted,
Danna Kelley for Karen Wilson
 Recording Secretary