

# DILWORTH



## E L E M E N T A R Y

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### PTA Executive Committee Meeting Minutes April 12, 2013, 9:00 a.m.

Attendance: Katharine Bolt, Rebecca Klepser, Nathan Lanning, Christine Williamson, Jennifer Meier, Rebecca Drendel, Donna Stapleton

#### Secretary Report- Jennifer Meier

- Approve minutes from March Exec Meeting
  - Minutes were approved

#### Principal Report – Terry Hall (not in attendance)

- Staffing
- Beginner's Day
- Volunteer Breakfast

#### President Report – Katharine Bolt

- Library Upgrade Update
  - A committee has been created to work on the upgrades; hope to have a plan together soon and implement changes this summer before the start of the new school year.
- Picture Wall
  - Taylor Presson is leading this effort; Katharine has given old photos from Dilworth Elementary's history to frame and create the Picture Wall in the hallway near the office.
- Important Upcoming Dates:
  - Spring Arts Showcase, Musical Performances– April 18, 4:30
    - Artwork is being hung throughout the school; committee members will be soliciting cookies/drinks for the upcoming event
  - Book Fair – 4/15-18
  - Beginners Day – 4/26, 8:45am
    - If you are able to volunteer, please contact Allison Malloy
- Katharine shared an update on school safety from Principal Hall and the SLT. DES will begin having all doors locked on campus and only teachers/staff will have access codes to enter the building in the next few weeks. Volunteers & visitors will be buzzed in from the front office. This is a CMS implementation for all elementary schools.
- June Exec Committee date is scheduled for Wednesday, June 5<sup>th</sup> at 8:30 a.m. Current and incoming Exec Committee members will be invited to attend.

#### Teacher Representative Report – Donna Stapleton

- Supply ordering/request
  - This process is working well but a suggestion was made during meeting to have a small amount of supplies for teachers to use and if more is needed go through Rosemary. Katharine will ask Mrs. Hall for approval of this change.
- Donna talked with the teachers about the PTA Parent Party; teachers are not expected to attend, just come if they want and this is only a social event
- Donna announced that the 4<sup>th</sup> grade field trip to Raleigh was set for Thursday, May 30. We realized that conflicts with the Volunteer Appreciation Breakfast and 4<sup>th</sup> graders who may be participating, so we will let Candy Hayes know of this conflict.

#### SLT Update – Katharine Bolt

- DCP Update
  - (Dilworth Community Partners)
- Family Game Night

- The school will host a Family Game Night for all students & families; scheduled date is Tuesday, May 28th. Board games will be provided by the teachers.

#### President Elect – Rebecca Klepser

- 2012 – 2013 Exec Slate
  - The new slate will be announced in the DES e-news on May 1st, and voted on at the May 9th General PTA meeting.
- Committee Chair Recruitment
  - Areas still needing leadership include: Spirit Wear, Aquarium, Family Events (need 1-2 additional co-chairs), Green Team

#### Treasurer Report – Christine Williamson

- Income and Expense Statement for PTA Operating Account
  - Income: \$96,773, Expense: \$17,587.45
- Income and Expense Statement for School Funds Account
  - Income: \$179,801, Expense: \$103,928
- Cash Balance Report
  - Operating: \$79,185.28, School Funds: \$75,873
- Insurance Renewal
  - Christine reviewed the contract and signed the insurance renewal for the upcoming school year

#### Financial Secretary Report – Nathan Lanning

- Budget for next year
  - Nathan and Christine will meet soon to discuss the 2013-2014 PTA budget
  - Christine will contact all Committee Chairs who have not submitted invoices for the committees and let them know all invoices are due before the end of May.

#### VP of Fundraising Report – Rebecca Klepser

- Young Masters
  - All student orders were placed and will be received via mail soon
- Corporate Rebates
  - Chipolte Night (SouthEnd location) on April 30<sup>th</sup>, from 5 – 7 pm, DES will receive 50% of proceeds from the night
- Spirit Wear
- SPARK
  - SPARK materials go home May 15
  - Materials Due May 29
  - Dragon House Pep Rally May 31

#### VP of Marketing & Communications – Wendy Hecimovich (not in attendance)

- Beginners Day
  - 4/26 at 8:45 a.m. Allison Malloy and committee have been working hard to prepare for Beginner's Day. If you are interested in volunteering, contact Allison Malloy. Katharine & Principal Hall will meet to discuss speaking points.
- Yearbook
  - Yearbook copy approved and sent to the printer this week; hope to have it back from the printer by the end of May. Thanks to Stephanie Cline and Stephanie Dreyer for their work on this project.

#### VP of Staff Support – Ann Patterson

- Year End Teacher Luncheon
  - Event will be held on June 11<sup>th</sup> at the Morehead Inn
- Music Support – Musical Performance
  - 1<sup>st</sup> and 2<sup>nd</sup> grade Musical Performances will be held April 18<sup>th</sup> in conjunction with the Spring Arts Showcase. One volunteer per classroom is needed to assist with the event; Room Parents will be contacted and asked to recruit the volunteers.
- PE – Field Day Plans
  - K-2 Field Day is June 3, and 3-5 Field Day is June 4<sup>th</sup>. Rebecca Thomasson and committee met this week to plan for event. Rebecca will meet with Coach Davis next week to confirm schedule of events. Lunch & a movie will follow Field Day.
- Front Office-
  - Rosemary Gloege will be on vacation for 10 days starting next week. Alice Harry will fill in each morning for Rosemary to help start the school day, attendance, etc. Wendy Hecimovich will be helping in the office during Beginner's Day. Thanks to both Alice and Wendy for their help.

VP of Parent and Student Support – Rebecca Drendel

- Earth Day Plans
  - Nike Shoe Recycling program just kicked off; idea to promote this program on the morning news to get kids involved and to remember to bring in their used/worn shoes to be recycled and have a chance to win a \$50 gift card.
- Spring Arts Showcase
  - See above President's Report
- Mother/Son Bowling Update
  - Andi Ricks is going to speak with the Pappas Lanes bowling alley about possible reimbursement of money for those participants who did not get to bowl due to over capacity crowd at event.

New Business

- Dilworth Quarterly
  - Rebecca Klepser will write some information for the Quarterly about the Dilworth Cares funding and thank those who donated the funds.
  - Jennifer Meier sent the Quarterly summer/fall dates
  - Suggestion to include this in the Marketing/Communications Committee and send in DES stories/important dates each quarter.

**Upcoming Dates:**

April 16-18 Book Fair

April 18 Spring Arts Showcase, 1<sup>st</sup> and 2<sup>nd</sup> Grade Musical Performances

April 26 Beginners Day, 8:45-10am

May 8 SLT meeting, 7am, Media Center

May 9 4<sup>th</sup> Grade Musical Performance & General PTA Meeting

May 10 PTA Exec Meeting 9am, Media Planning Rm

May 20-24 End of Grade Testing

May 23 PTA Committee Chair Meeting, 7:45 am, Dance Room

**May 27 Memorial Day Holiday**

May 30 Volunteer Appreciation Breakfast, time tbd

May 30 DES Chipolte Night (SouthEnd)

May 30 4<sup>th</sup> Grade Trip to Raleigh

May 31 Talent Show, 8:45 am