

PTF Third Open Meeting

January 29, 2020

Opening Prayer:

- Leslee Graves led the opening prayer

Attendees: Leslee Graves, Aimee Keiffer, Stacy Gardner, Tatiana Sanders, Emily Kelley, Nicole Cox, Kenny Esparza, Meghan Bannister, Cameron Stone, Stephanie Hoffman, Tori Griffin, Waleska Colon, Andrea McKinney, Kay Jolley, and Leslie Minter

Budget Report:

- Leslee Graves reviewed the budget by announcing that PTF currently has \$41,343 in our account. We gave about \$4,000 to help the school finish out the perimeter fencing, and we will also use a large portion of this money for new playground equipment and shade for the large playground. PTF will need to budget for the remaining events this year as well as PTF sponsored events at the beginning of next school year.

Upcoming Events:

- **Teacher Appreciation Week-** This year Teacher Appreciation Week will be held February 10-14. After discussing the treats provided each day, an open discussion was had regarding where PTF should purchase dessert for lunch on Thursday. Jason's Deli, Tate Farms, Unrefined Bakery, and Nothing Bundt Cakes was suggested. It was decided that PTF would get pricing for these options and go with whichever fit within the budget. The following has been scheduled for Teacher Appreciation Week:
 - **Monday-** Teachers and Staff will receive a gift card from their All About Me sheet

- **Tuesday-** Massages and snack carts filled with their favorite snacks
 - **Wednesday-** Same as Tuesday
 - **Thursday-** A catered lunch will be provided by Taco Bites and Beats
 - **Friday-** SERVE will bring Mexican Paletas for staff. Flavors will be frozen hot chocolate, birthday cake, oreo pie, strawberries and cream, and lime. This organization will also donate a popsicle to the charity of your choice for every popsicle you buy.
- **Senior Scholarships:** Each year seniors have the opportunity to apply for a scholarship from PTF. Depending on the applicants, PTF will award two scholarships at \$500 or one scholarship for \$1000. Essays are written based on questions provided on the PTF Scholarship Application form. This year it was decided to change the last question on the form to “List your favorite Bible verse and how it has helped you in your high school career/life.” We will also ask Alan Engle about the possibility of creating the application in a google doc so that seniors can submit their form and essays electronically. It was suggested that PTF interviews the top 3 applicants, and a sheet was passed around for volunteers to be on the committee to review all applications and essays.
 - **Playground Equipment:** With money raised from the Fun Run, PTF will purchase new playground equipment as well as shade for the larger playground. Two different options for equipment from the AAA State of Play website were discussed. A decision will be made based on which one will fit the best in the space which will probably require the the monkey bars be removed. Shade was also discussed and parents felt that this was the biggest priority for the playground. PTF will look for shade for the new equipment as well as shade for a sitting area with tables (to be built by Brad from Hammertime Fencing). PTF will also provide new tether balls which will be inexpensive and more durable than what was there previously.
 - **New Board Positions:** PTF has at least 4 positions open on the board for next year. Per our bylaws, each term is served in two year

increments. Board members may move to a different position when their term is up, but may not serve in the same position again. A handbook is being created for new board members that will be organized by month and position. This handbook will contain descriptions for each position, deadlines, helpful tips and examples for events, and other important information for board members. A sheet was passed around for those interested in the open positions to sign up. Currently, we have two positions filled for next year which are the President and Vice President roles. The following positions are available:

- **Hospitality Coordinator-** organizes events for staff including teacher in-service, teacher fall luncheon, teacher appreciation week, and monthly birthdays
- **Room Parent Coordinator-** helps place room parents for each elementary teacher (bash, mission, and head room parent), makes folders with info, and hold meeting at the beginning of the school year. also reminds room parents of events throughout the year via the remind app and email.
- **Special Events Coordinator-** organizes events for HCA families including donuts with dudes, Grandparents day, Veterans Day receptions, and muffins with mom
- **Fundraising Coordinator-** organizes the Eagle Fun Run, school supply orders, and communicates other ways to support HCA through Box Tops, Amazon Smile, and other grocery store partners

A gift card drawing was held at the end of the meeting.