

Mabry Elementary – PTA Executive Board

Meeting Minutes for February 13, 2017

An Executive Board Meeting was held on Thursday, February 13, 2017 commencing at 8:09 AM at Mabry Elementary Media Center. The following PTA Officers and Board Members were present:

Principal	Sherri Frick
President	Melissa MacKinnon
2 nd VP Programs & Services	Brandi Whitney
3 rd VP Ways & Means	Cristina Blunt
Treasurer	Christine Miller
Corresponding Secretary	Nikki Armstrong
Recording Secretary	Melissa Carlson
Auction Administrator	Kelly Hageman
Curriculum Enhancement	Heather DePalma
Hospitality	Courtney Gilner
Student Activities	Arianne Corbett
ASE	Beata Browne
Awards & Recognition	Lisl Unterholzner
Faculty Liaison	Christa Henderson

- I. Welcome & Call to Order
- II. Items for Approval
 - A. The Minutes from the January 9, 2017 Executive Board Meeting were approved as written.
- III. Officer Reports
 - A. President
 - a. The President stated that she is currently managing the Dolphin Depot in place of Aned Baerga-Richter who is not well. There are some potential volunteers interested in running the Dolphin Depot for the remainder of this year. The President will be meeting with these prospects to determine someone, or potentially two people, to run the Dolphin Depot going forward.
 - b. The President stated that our recently revised PTA Bylaws were submitted to the State for review and approval.
 - c. The President gave an update on the Pavilion which included a teacher bench that was installed over the weekend. The next improvement is to fix the water fountain.
 - d. Awards: Principal Frick and the President will meet with Lisl Unterholzner to nominate programs for awards to the Hillsborough County Council.
 - B. Treasurer
 - a. Christine Miller has recorded some of the deposits from ASE and we are up to \$126K. Art Night made \$2,032 for the art program. Christine stated just completed all the 1099's. This month she is following up with the state on audit, budget and tax returns.
 - b. Mini teacher grants: Principal Frick will advertise there are still funds available at her next faculty meeting. The President will let Principal Frick know how much money is available after these last grants are deducted, and Principal Frick will

Mabry Elementary – Executive Board Meeting
February 4, 2016
Minutes

advertise the program to teachers and staff with how much is left to be utilized before the end of April.

- c. Heather DePalma suggested we increase our ASE expense budget. At our next Executive Board Meeting we will follow up on ASE budgeting. Cost actuals will be available at that meeting.

C. VP Ways & Means:

- a. Cristina Blunt suggested we offer a business expo at the spring family dinner.
- b. Business partners have been very generous. Many donated to both the walkathon and the auction.

D. Corresponding Secretary

- a. Nikki Armstrong stated to let her know any changes to the calendar.
- b. Thursday at 10 p.m. is the deadline for the Mabry Minute.

IV. Committee Reports

A. Administrative Report

- a. Principal Frick said we are adding eight “Typicals” for the VPK Pre-K class next year.
- b. We raised \$22,500 for Jump Rope for Heart. Jump Rope for Heart is tomorrow.
- c. FSA testing is coming up starting with writing assessments.

B. Auction:

- a. Kelly Hageman said we have raised \$9k in family sponsorships and \$8K in business sponsorships at this time. The family sponsorship deadline is tomorrow, February 14. The Auction catalog will go out to families by next week so people can start thinking about what they are interested in bidding on at the event.
- b. Teacher champion tickets cost \$35. Teachers have free admission.
- c. T-shirt deadline forms need to be submitted by February 15 in order to have t-shirts for the Auction no Uniform day on February 21st. You can still order t-shirts after the deadline.
- d. Kelly requested that we encourage people to purchase tickets online.
- e. This year we need to raise the Auction budget up to \$36k. The cost of everything from food to beverages, etc. went up from last year. There was a motion to raise the auction budget by \$6k and the auction income by \$6k. The motion was approved.
- f. The President state we will make adjustments to our budget officially at our next Executive Board Meeting.

C. Curriculum Enrichment:

- a. Heather DePalma said on February 27th, Principal Frick, Mr. Canosa and she are traveling to Tampa Prep to observe how they have integrated technology into their classrooms.

D. Student Activities

- a. Arianne Corbett said they continue to grow the School’s garden. A non-profit approached her to install a hydroponic garden. We would then donate our produce to Meals on Wheels or we could sell our produce at our own famers market.
- b. She plans to survey the teachers to see what they might be interested in for a staff wellness.

Mabry Elementary – Executive Board Meeting
February 4, 2016
Minutes

- c. There are online resources being made available to teachers. Arianne will see if teachers can tie in with MORE Health to get credit for taking online wellness classes.
- d. We would like to highlight our walking school bus for an award with the district.
- e. Arianne stated there is a national award called Let's Move and we are 80% of the way to meet the criteria for this national award. We will apply for that award which opens up different teacher grant opportunities.

V. Unfinished Business

A. 5th Grade Moving Up Ceremony

- a. The President explained to the Executive Board a few changes that will take place this year for the 5th graders. The end of the year ceremony, formerly referred to as Graduation and held at Coleman, will this year be called Moving Up Ceremony and held under our improved Pavilion.
The President stated that 5th Grade Celebration will cost more this year than in the past because it will be held under the pavilion as opposed to Coleman. Now we can showcase our Pavilion and our PTA dollars at work. 5th Grade Moving Up Ceremony. There is a ceremony at the Pavilion. Melissa wants to communicate to people and promote it as a Moving Up Ceremony (not a graduation) on the auction website. You will want front row seats at our Pavilion for this ceremony.

B. Talent Show needs an emcee.

VI. New Business

- A. The President made a Motion to call a special GMM on March 6 at 8:00 a.m. in the cafeteria. Our executive board meeting will be immediately following in the cafeteria. The motion was approved.

VII. The meeting adjourned at 9:21 AM

/MC

Melissa Carlson, Recording Secretary

Approved As:

Date: _____

Read: _____

Corrected: _____