

Meeting Minutes for March 6, 2017

An Executive Board Meeting was held on Monday, March 6, 2017 commencing at 8:08 AM at Mabry Elementary Cafeteria. The following PTA Officers and Board Members were present:

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|---------------------------------|-------------------|
| Principal | Sherri Frick |
| President | Melissa MacKinnon |
| 3 rd VP Ways & Means | Cristina Blunt |
| Treasurer | Christine Miller |
| Assistant Treasurer | Jennifer Chan |
| 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 |
| Volunteer Coordinator | Kelly Haber |
| Awards & Recognition | Lisl Unterholzner |
| Faculty Liaison | Christa Henderson |
| Community Outreach | Angie Chalmers |

- I. Welcome & Call to Order
- II. Items for Approval
 - A. The Minutes from the February 13, 2017 Executive Board Meeting were approved as written.
- III. Officer Reports
 - A. President:
 - a. The President asked Lisl to give an overview of the Hillsborough County Council PTA Awards which are due in two weeks. Mabry's PTA is submitting for 10 different awards. The Program Award Nominees are: Advocacy/Legislation (NEHS Relay for Life), Arts in Education (Art Night), Education (Mini-Grant program), Family Involvement (Math Night at Village Inn and Book Fair at Barnes & Noble), Health & Safety (Walking School Bus), and At Your Service (Fifth Grade Celebration/Got Sneakers). The Individual Awards are: Instructional (Mr. Chandler), Volunteer of the Year (Kelly Hageman) President of the Year (Melissa MacKinnon), and Principal of the Year (Sherri Frick). Lastly, there is an award for Communications and we are nominating our PTA.
 - b. The President announced upcoming calendar events including the Book Fair and Testing. The Talent Show is also this week.
 - c. The President stated that we are still having some irrigation issues in and around our new Pavilion area. Our sprinklers are being turned off and consequently our living wall is dying. She requested a volunteer to monitor the sprinklers. The water fountain improvement is completed. The President thanked the auction committee for an awesome auction.

B. Treasurer Report:

- a. Christine Miller explained that we need to increase the budget for the ASE program. We need to first increase the income budget for the program by \$77,000 to end up at \$137,000. To balance out the budget, we are proposing to increase expenses also by \$77,000. We propose to increase the budgeted ASE instructor fee by \$72,000 to a total of \$112,000. The ASE expense line ~~we are~~ will also be increasing by \$5,000 to a total of \$10,000. There was a motion to approve the above changes to the ASE budget. The motion was approved.
- b. Christine stated that by our April 3 Executive Board Meeting, teachers need to have spent their grant money.

C. VP Ways and Means:

- a. Cristina Blunt said our Spring Family Dinner night will either be by May 4 or May 11. Business sponsors will be included at this event as a business fair. The Spring Family Dinner will have the same format as the Fall Family Dinner. Student musicians will perform in the cafeteria.

D. Corresponding Secretary

- a. Nikki Armstrong had nothing to report at this time.

IV. Committee Reports

A. Administrative Report:

- a. Principal Frick said that the school practices emergency situations throughout the school year. Teachers did great when the school had to do a lock down on Friday. She stated she was proud of her staff for doing a great job.
- b. Testing is coming up. It is a long process because we have to do the testing on computers and we have a limited number of computers to use. She requested that parents try not to be on campus during testing as it can be a distraction to students. The school wants every student to have the best environment for performing well on the test.

B. Auction:

- a. Kelly Hageman said the auction event had great help from both new and old volunteers. She would like for everyone on the PTA to sign one of the band posters to thank the Roosevelt team of volunteers. She said she is still in the process of reconciling, but currently we are at \$105,000. The food and decorations were awesome and Nikki did it under budget. 400 people attended. There is a wrap up meeting to come, and they are documenting everything to help next year's committee to plan.

C. Student Activities:

- a. Arianne announced that the talent show is this Wednesday.
- b. 5th grade Moving Up Ceremony is May 18.
- c. Walk to school is this Wednesday, March 8th. Arianne would like to tie it in with the book fair.

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- d. Arianne had a meeting with Roosevelt Elementary health committee. She would like to have Mabry coordinate with Roosevelt and the City of Tampa to make some cross walks safer.
- e. Arianne had a meeting with the owner of Tub Farms Hydroponic System. If Mabry grew 500 plants in these hydroponic garden systems, then we could have a dedicated person to set up a farmer’s market. The start-up cost is approximately \$4,000. This student run garden and farmer’s market lends itself to many great experiential learning tie-ins for students including business enterprise and STEAM. There is a potential for a student business club. Arianne said she would put together a proposal.

V. Unfinished Business

A. Heather DePalma said that the new computers have not been ordered yet, but the process is underway.

B. The President encouraged PTA members to utilize Amazon for smaller purchases. There are several benefits to using Amazon. For one, it takes some of the burden off Christine Miller eliminating the need for her to reimburse individuals for their event expenses. In addition, by using our Amazon PTA account we save money because as a nonprofit we do not have to pay taxes, plus we get SMILE dollars back on all of our purchases.

C. The President plans to organize and inventory the supply closet. She encouraged members to use leftover plates, cups, napkins, etc. that are in the supply closet before purchasing more of those same supplies.

VI. New Business

A. There was no new business.

VII. The meeting adjourned at 8:59 AM

/MC

Melissa Carlson, Recording Secretary

Approved As:

Date: _____

Read: _____

Corrected: _____