

Bitterroot PTA Minutes
Tuesday, May 10, 2016
6-7pm in the Bitterroot Library

**“What we have done for ourselves alone, dies with us;
what we have done for others and the world, remains and is immortal.” ~Albert Pike**

Welcome and Introductions/Attendees: April Keippel, Cressida Carroll, Mary Rose Swan, Jenny Jasper, Laura Lindseth, Tari Erfle, Jennifer Jones, Monica Smith, Arianne Whitman, Russell White

Approval of Meeting Minutes:

- Minutes are posted electronically to the Bitterroot PTA website → Motion was made by Jenny Jasper to approve the minutes as posted and Cressida Carroll second the motion; motion passed.

Treasurer’s Report:

- Totals for Accounts/Recent Expenses (April 13th-May 10th)
 - Classroom Carnival → Expense \$679.09 → Income \$2,627.85 → Total to Date \$120/22 teachers
 - Print Shop → Expense \$54.03 → Total to Date → -\$625.68
 - Teacher/Staff Week → Expense \$627.09 → Total to Date -\$627.09
 - Education Foundation (Project Lead the Way) → Expense \$17,000 → Total to Date -\$17,000
 - Field Trips → Expense \$819.36 → Total to Date \$819.36
 - Lunches (for Lunch Helpers @\$100/quarter) → \$300 → Total to Date -\$300
 - Yearbook/Lifetouch → Expense (yearbooks) \$261.06 → Income (yearbooks) \$134 → Total to Date \$1,139.12
 - Box Tops → Income \$28 → Total to Date -\$87.94 (There were no submissions made for this year. They will be sent in the next school year.)
- Total for Accounts
 - General PTA Checking \$1,762.02
 - General PTA Savings \$2,990.18
 - Classroom Carnival \$5,002.88
 - Classroom Checking \$25
- Budget committee report out
 - Arianne Whitman made motion to increase Teacher Appreciation Week from \$500 to \$600 and to take out MacKenzie River Pizza Fundraiser and replace with Panda Express Fundraiser. Jenny Jasper second the motion and the motion passed.
 - Cressida Carroll will follow up with Panda Express to set up the fundraiser for next school year.
 - Mary Rose Swan made a motion to approve the budget for 2016-2017 as presented with the above amendments. Jenny Jasper second the motion and the motion passed.
 - (Side Note: Nova will be changing dynamics next school year as 6th grade is moving to middle school → May look at combining with Beartooth Elementary and this might change the budget for Nova.)

Box Tops/Labels for Education Committee:

- The final count for the school year will be Friday, May 13th after school.
- The winning classes for the current contest will get a yogurt party donated by Billings Best Yogurt.

- April will send a Thank You card to Billings Best Yogurt for their donation.
- The winning classes for the year will get a pizza party.

Old Business:

Classroom Carnival Report Out:

- What worked well?
 - Good turnout.
- How can we improve?
 - Kids and parents thought the time was too short → Look at extending the time to 2 hours.
 - Kids did not like having the tickets for each game → There was no overall difference in the income with the new format for entrance tickets and game tickets. → Next year, the committee may look at returning to one entrance fee and no tickets for the games.
 - Communication from staff/teachers was difficult; was only done via email → Next year, the committee may look at putting a signup sheet in the office for the teachers and the staff.
 - Complaints on pricing of food → Sold 19 pizzas.
 - Donations seemed down → Think about moving carnival to March as many businesses have had multiple requests at this time of the year for donation so it was harder to acquire donations. → This would eliminate Game Night in March.
 - It is important to have the teachers present for the students.

Teacher and Staff Appreciation Week Summary:

- Arianne Whitman, Monica Smith and Mary Rose Swan organized the week
 - Monday → Staff received candy bars, Sharpies and a note in their mail box.
 - Tuesday → Staff received donuts from The Log Cabin Bakery, orange juice, gluten-free muffins.
 - Wednesday → The Student Council wrote notes for the staff and each staff member received \$5 coffee card.
 - Thursday → Staff received a catered lunch from Montana Jacks and a metal water bottle and ice cream.
 - Arianne will send Thank You card for the items that were donated.
 - Arianne agreed to working on this committee next year → Would like more time to pre-plan.

Movie Night – May 13th: The Good Dinosaur:

- Jenny Jasper, Cressida Carroll and Mary Rose Swan volunteered to work → Movie starts at 6 pm
 - Jenny will be at the school at 5:15 pm to start set up

New Business:

T-Shirt Vendor Options – Discussion and selection:

- Jenny Jasper attempted to get 3 price quotes → Design will be printed on Heather Grey.
 - MSU-Billings was going through graduation → They did not return a quote.
 - Mosiac Threads → Price was comparable.
 - ML Schumann → Price was comparable → The PTA will use this vendor.
- T-shirts cost \$6.15 each last year and \$19.50 sweatshirts.

Membership Survey Results – Drawing for Albertson's Gift Card

- Survey results are not available at this time. → April will pull the data for the Board to look at for planning next year. → She will draw for the Albertson's Gift Card and deliver to the winner.

- Common themes from survey → Communication, being transparent, parents like what the PTA does, parents are appreciative of what the PTA does.

Other New Business:

- Arianne Whitman made a motion to give a \$25 gift card to Nikki Neville for her work on the yearbook. Mary Rose Swan made a second to the motion and the motion passed. Laura Lindseth will purchase the gift card.
- PTA received a Thank You for their donation to the Golden Apple Award.
- There are a few teachers that will be leaving Bitterroot at the end of this year. Mrs. Nina Miller will be retiring. Mr. Crofutt will be leaving. Mrs. Hankins will be going to another school. The Board will check to see if this is a comprehensive list of teachers leaving. Monica Smith will check in to getting a small plant for each of the teachers leaving when the list is complete.
- Mary Rose Swan suggested that the Board look into the website that was used to order the water bottles for Teacher/Staff Appreciation Week. She suggested they look at ordering “swag” to sell next school year. One example of an item would be plastic water bottles that are relatively inexpensive and the company already has the logo.
- Laura Lindseth suggested that the Board include the “Where the Funds Go” information sheet with the Back-to-School packets for next year.
- Tari Erfle suggested that if it is possible, one of the Board members should go to State PTA Conference in the fall. This Conference is in Great Falls this year and if a Board Member went to one of the Yellowstone Valley PTA meetings, they might have received complementary conference tuition. They have a lot of fundraising ideas, membership drive ideas, and opportunities to share with other PTA Boards.
- A suggestion was made to keep the current fall fundraiser of the coupon books. Stephanie Maroncelli has agreed to help with this fundraiser again. It was suggested that the Board have a goal for the fundraiser before the fundraiser begins.
 - The Board may consider new options next year after the coupon book is done to see if changes should take place.
- Laura Lindseth said the Heights National Little League is in need of help to run the concession stands during games. This would be a fundraiser. Laura will follow up and report back with further information.
- Mary Rose Swan will follow up with getting shelves built in the shed this summer to help get items off the floor and better organize the shed.
- Remind.com → Jenny Jasper has set this up. There is one for the General PTA and one for Volunteers. Laura Lindseth will have access to the system as well. Jenny will set up a letter for each event.

Meeting Adjourned at 6:59 pm by April Keippell