# West Millbrook Middle School

PTA Meeting

Minutes from November 18, 2014

Present: Officers: M. Miller, A. Lomax, M. Moody, H. Hodges

 Staff: Ms. Aman, Ms. Reece

Minutes Prepared by: Holly Hodges

Opening: M. Miller opened the meeting beginning 7:03 p.m.

Welcome: Michelle Miller, PTA President

**Principal’s Update**:

Ms. Aman opened the meeting by congratulating Megan Reece for becoming Nationally Board Certified.

Ms. Aman also announced that Barb Moses was our West Millbrook teacher of the year for the 2015-2016 year. She is a 26 year veteran can she came to West Millbrook 8 or 9 years ago from Carroll Middle School.

Hiring Update:

* Ms. Marshall’s 8th grade class will be replaced by Clara Stallings.
* Lewana Johnson will start on Monday as the 6th grade Special Education teacher. She taught at West Millbrook years ago and retired and now has come back.
* There is a recommendation to Human Resources for the Business Education position.

Holiday Hugs – student services puts this together – Student services identifies families at our school that have needs during the holiday season. These students stay after for Christmas and they are provided a meal and do some crafts and make gifts for their parents and then they take their gifts home. That will be announced early December.

Character education this week on Thursday is the Ice Cream Social. And the “A” Honor roll breakfast is Friday.

The Main Event is scheduled for Tuesday. This is the fundraiser celebration.

Ms. Aman discussed the “Wildcats on the Prowl” program. The children will receive tickets for doing the right thing. Every Wednesday there is a drawing and every quarter there is a celebration. If you haven’t seen your child with tickets, ask them.

**Approval of the minutes** (October 28, 2014):

Holly Hodges reviewed some of the minor corrections to the minutes as written with updated financial information for the totals for the book fair.

 Motion made by Amy Wilson and seconded by Beth Black

**Treasurer** **Report**: A. Lomax

We have the book fair numbers, but the credit card sales are not in the total amount yet. The Invoice for the fundraising catalog sales has not been paid yet, so not in the expense section yet. Great America still owes from some additional magazine sales. Those will continue to come in throughout the year as they are processed. The Tax Return has been completed. We were charged only the processing fee and it was put in the mail to meet the filing deadline.

**President’s report**: M. Miller

All is going well. It is hard to believe how far into the year we are, but we have made great progress.

The PTA’s Remind account has been set up and Ms. Aman will include it on the Sunday phone message.

**Vice Presidents’ report**: M. Moody

She shared with us about the Shoebox Recycle. We get 50 cents per pair of shoes. The boxes are in the front office, and media center. They will take not crocs, flip flops or snow boots. Sneakers, must be able to wear again. There is no cost to us, they pay shipping for the boxes. The communication will go out in the newsletter and on the Facebook page. We already have some boxes filled and ready to be shipped. We discussed a grade level competition to get the participation up. We talked about the timing being after the holidays when the kids are starting to get a little board since there is not a lot going on during that timeframe. We discussed Flyers going home with the kids and then having a carpool collection day - where families can drop their shoes off at the curbside during carpool and we have someone out there taking the donations.

**Secretary’s report**: none

**Committee Reports:**

Academic Advocates – report made by M. Miller – The “A” honor roll event is scheduled for Friday. We don’t know if the climbers club is still planning their event for the same day.

Character Ed: Carla/Joy co-chairs: report by M. Miller

They are still in need of 3 volunteers, they have 2 already. These volunteers will be handing out certificates and helping with the ice cream. This event is once a quarter. Would love to see some of the same volunteers.

Fundraising – B. Williams/ report given by M. Miller

The catalog fundraiser is complete, however there is one order that is still sitting in the office. It doesn’t have a student’s name or any contact information on it. All other orders have been picked up. Hopefully someone will come forward to claim this order.

Passive Fundraising - A. Wilson

Jersey Mike’s gave our flyers at the Fall Frenzy and to the teachers. This was a joint fundraiser for the PTA and the Boosters and we received a $193 check back from this.

She spent last Saturday outside the Northridge Harris Teeter to encourage people to link their Harris Teeter card and if they aren’t already linked, she gave them a flyer so that they could like to our school. It was a cold Saturday, so not a lot of people, but a few.

Amy will call and find a Family Night Out. Maybe Chick-fil-A (but we do have to commit to 3 events), so the other option was to talk to PDQ for a family night January.

The new Chipotle was another recommendation that was made by someone for a family night.

Hospitality – report by M. Miller

The Pie Buffet is scheduled for 11/25. The information went out to everyone on the e-mail link with the character education information including a link to sign up to donate pie or supplies. It also went out on Facebook. They really need a few more fruit related pies.

Membership – A. Rogers

197 total membership

47 staff memberships

149 families

Newsletter – J. Hodges report made by M. Miller

Deadline is 11/25/2014

Publicity – the Remind account is set up and being used in addition to Facebook, e-mail and grade team mail distributions.

Spirit wear – Veronica Jackson

The New staff shirts are available for order. There are sample of all the new shirts. The teachers appreciate the options. The orders will be picked up on Friday 11/21. They have order forms in all the teachers’ boxes as well. They only place this staff order once a year.

Box Tops – report by M. Miller

Our chair for this committee is Amy Foust. There are a lot of volunteers interested in the program and 10 to do the counting. We are still in need of a co-chair. They will be talking to the teachers about how it will work for them and will have more consistent communications and competitions through the year.

Teacher Representatives

7th Grade teachers have inquired about their grant.

Michelle Miller did let everyone know that there had been a request for $250 grant from the 7th grade teachers to be used for books. This grant has been approved and they will use the remaining classroom assistance money along with their grant money to purchase the books.

Other Business –

Michele Moody wanted to let the teachers know that there is a $500 grant from the NCPTA for educational field trip if we want to apply for it. Prairie Ridge Eco Station – they have camps, field trips. 7th grade will look at it, the deadline is Friday 11/21.

Aimee brought up the Audit Committee – there is a need for 2 volunteers that will get together with the treasurer each month and review the financials. Veronica Jackson and Elsie Bishop volunteered to help with this and Beth Black volunteered if there is ever the need for a backup.

Molly gave a quick update about the grounds – there is some planting going on around campus. Plants are donated and some PTA money used. Found someone on Craigslist that had found trees they were getting rid of for free. Work on hiding some of the fencing. When they get into more major grounds work, they will reach out for some more volunteers. They also have 3 churches in the area that want to volunteer. The Junipers that are overgrown in the front will be a good project for this one-time big event. They are hard to cut down and will need chain saws. They are thinking of a workday in January for that so that then this area will be ready to plant when it warms up.

**Closing**: Meeting adjourned at 7:42 p.m.