

UTS PTA General Member Meeting Minutes
11/17/17 - 9:00 am UTES Cafeteria

1. Call to order at 9:08 a.m.
2. Pledge of Allegiance
3. Financial report by Roger Stricker
 - a. Summarized month of October beginning balance, checks written, deposits and ending balance. Asked for any questions.
 - b. Trunk or Treat - income of \$766.13 with \$843.52 in expenses for a net loss of \$77.39. The Grand Prize winner of the trunk decorating contest donated their \$100 gift card prize back to the PTA with the intent of it being used for the Parent Teacher Conference dinners. There were approximately 159 children at the event and feedback has been that it was a fantastic night for all. If you have ideas for next year, please contact Tara Trego or Maria Moreno.
 - c. Checkbook and bank statements made available for review by anyone in attendance during and after the meeting.
4. Teacher Appreciation Dinners
 - a. Very successful. Two staff members were in attendance at our meetings and noted that the dinners were great and very much appreciated. Dinners were catered both nights for both schools. Thank you to Erin Palma for doing the Costco run for extra things needed such as plates, napkins, tableclothes, etc. A big thanks to Sue Pinto for organizing the whole event and making the rooms look beautiful. Several other members helped with setup and cleanup.
 - b. Thank you to ShopRite for donating the entire meal on Tuesday.
 - c. Wednesday night was catered by Dominick's
 - d. If anyone has input or ideas for future dinners, please let reach out to Aida
 - e. While donations are still being accepted either by check or through the website via Paypal, the event was less than the \$1,000 budgeted. Dominick's was approximately \$500 and supplies/drinks were about \$290. Final financial summary will be given at the next meeting.
5. Directory Spot
 - a. All forms received have been input into the system and families that are no longer at UTS have been removed.
 - b. The app is available for use immediately
 - c. Participants from last year who have not yet sent in their forms will be contacted to see if they'd like to participate again this year. If not, their information will be deleted around the end of the December.
 - d. Participants can edit their own information online (not through the app) if desired.
6. Volley for Vets - 11/17/17
 - a. Approximately 170 pre-registered. Walkins accepted.
7. Box Top Drawing for Movie Tickets
 - a. Deadline for entry was 11/17. Winner from each grade will be announced on Wednesday, 11/22.

- b. **New chairperson is needed for Box Tops.** It's a great way for someone to help in the evenings/outside of school.
- 8. Monster Ball Night for 7th & 8th grades - December 8
 - a. Monster Ball is a fun game played in gym class and we will be hosting a night of Risk for 7th and 8th graders. Pre-registration is required via our website. Admission is \$5 or an unwrapped new toy to donate....either are payable only at the door.
 - b. **Parent helpers and chaperones are needed as well as snack and drink donations.** Please contact Lisa @ declanhouse@gmail.com.
 - c. A similar event will be run in January for 5th & 6th grades.
- 9. Breakfast with Santa - December 9
 - a. Hosted by Girl Scout Troop 81127
 - b. Elementary students brought home a flyer the week of 11/13
 - c. Signups are available on our website but walk-ins are welcome
- 10. Fundraising
 - a. The Executive Board will be focusing on fundraising in their next meeting and will give an update at the January general membership meeting. If you have any ideas or input, please reach out to Aida so that more opinions can be considered.
- 11. Gaming License update
 - a. Tara Trego gave an update on the process and the types of licenses needed for the various types of events.
 - b. The overall process is quite lengthy requiring approvals from various offices. So it is very important that any ideas for events be brought forward in as far advance as possible.
- 12. 72 hours notice
 - a. The Executive Board is asking for 72 hours notice when something needs posted on social media, the website or communicated through email or the Principal's weekly updates. They have life responsibilities as well and appreciate having a few days to respond when needed.
- 13. Tiger Clubs
 - a. Returning the 2nd week in January with clubs run by parent and teacher volunteers as well as outside vendors.
 - b. Lineup includes: Eyes of the Wild, Cartooning, Soccer Skills, Hands on Healthy Kids, Brainy Kids, Art Attack, Creative Theatre, Tae Kwon Do, and Amazing Athletes.
 - c. Clubs fill up fast but PTA members are given 24 hours advance notice so watch for updates next month.
 - d. A **Tiger Club co-chair is needed.** The majority of the planning work has been done but much administrative type work remains. Someone with good organizational skills as well as Excel skills is being sought. Please contact Petra @ petra.sharif@gmail.com to learn more.
- 14. Conversation with our Principals

- a. Aida had a Google Hangout with Mr. Diaz and Mrs. Suchovic primarily to discuss the middle school playground needs. Old equipment was removed for safety concerns so the PTA will help fill some indoor and outdoor recess needs.
- b. Miguel researched some ideas and passed that list around to meeting participants. The Playground Committee consisting of students researched as well and the two came up with very similar lists. We will finalize the list and purchase items, many of which have the potential to be used at future PTA sponsored events as well.
- c. Two desires that are still outstanding are Giant Jenga and a Gaga Pit. Mrs. Suchovic has the plans for each, we simply need a volunteer to take the projects on. The Giant Jenga would be a fairly inexpensive and easy project for an experienced wood worker. The Gaga Pit (a fun game the kids love to play, it is played in an octagonal structure using a ball) will be a bigger, more expensive project to undertake but one that would be a great addition. If anyone can **help with these projects**, or know someone that could **help donate materials**, please let Aida or Mrs. Suchovic know right away. It was noted that the Elementary School would love a Gaga Pit as well, but at the moment the Middle School is priority.
- d. Two Eagle Scout Candidates have chosen projects at the Middle School. One will be revamping the baseball field while the other will be installing a shade structure similar to the structure built at the Elementary School last year.
- e. Mr. Diaz and Mrs. Suchovic gave approval for the PTA to sell snacks and drinks at the home baseball (MS) and softball (ES) games. This will be a great service to those in attendance and be an easy fundraiser to coordinate. Please reach out if you are willing to **Chair sporting event concessions**.
- f. Mr. Diaz and Mrs. Goode recently attended an Open House for employees of a large corporation relocating over 100 employees to the Annandale area with the goal to recruit new families to our district. The PTA provided a give away of sticky notepads with our logo and information.

15. Assemblies

- a. Miguel has coordinated two assemblies for the first week in January
 - i. The Middle School will have a visit and workshop with author Jordan Sonnenblick. There will be a 5th/6th session and a 7th/8th session.
 - ii. The Elementary School will have a visit with author Huga Tuga. There will be a Pre-K - 2nd session and a 3rd - 4th session.

16. Newsletter

- a. PTA newsletters are returning! The first will be sent the week of Thanksgiving.
- b. **We need a Newsletter Chair!** It is a great way to get a lot of information out in one pass. Aida created the first one because our original parent volunteer is no longer available. Aida used a very simple, user-friendly template in Constant Contact.

17. Cookie Walk

- a. The Cookie Walk for teachers and staff is popular and well appreciated event that we typically host in December. The appreciation was reiterated by Mrs. Suchovic and Mrs. Pezzino. **We need a volunteer to Chair the Cookie Walk**, please reach out asap!
18. Help Wanted
- a. As you can see there are a lot of volunteer needs. A new Help Wanted section will be added to our website. We have had several new members step up lately but we need even more to pull off the events and projects planned. This was reiterated by Miguel at the close of the meeting.
19. Next meeting is Wednesday, December 13 @ 7pm
20. Meeting adjourned at 10:10.