In attendance:

Christine Archer

Valerie Martin

Angela Ward

Arlene Chan-Mouton

Shalonda Tillman

Valerie Marin came and dropped off “PTA Box” from Rose. Rose left this with here before leaving town. We will hold on to it, see what needs to be kept or tossed, and place the keepers in the PTA file cabinet in office.

Snack Sales update: Week of February 28, 2014, our profit was $11. We spent $161.04 and earned $172.52. With limited information, we do not know how well our profits have been to date. Arlene is keeping a balance sheet now of expenses and deposits that are specific to snack sales. We still have a lot of inventory, and more was purchased that day, not yet accounted for in inventory. Our main focus, however, is that this is a service and convenience to kids in after-school programs so that they can buy a good snack cheaply to make it to 5:00 p.m.

Mrs. Ward let us know that the Scholastic book fair this past week was a big success for the school.

Treasurer’s Report – balance is $6,448.05. One returned check for $38, which has been re-deposited. No outstanding invoices.

March Labels and Caps Drive report – a lot of participants thus far, with hundreds of items turned in. Christine is going to try to recruit some volunteers for counting labels and entering coke rewards points. Valerie and Mrs. Ward reminded her that NHS is available to help during their club time. Christine will bring the box of collected items for the NHS to work on that coming Friday (pasting Labels for Education, putting Box Tops in snack bags of 50 each, etc.) Valerie pointed out that Heidi Jumper has entered Coke rewards for the past two years.

April 9, we will announce the labels and caps drive winner via Wednesday Mail. Would like to send off everything collected some time in April. Christine said that she has no user names or passwords for any of the programs we participate in (Box Tops, Labels for Education, etc.) Valerie said that the school, in the beginning, opened all of those accounts. Valerie has been handling those programs for the past six years and does not mind continuing to do so. In short – the school is in control of the accounts and Valerie Martin sends in the items collected. Valerie mentioned that she did not get an e-mail confirmation from Labels for Education last year regarding our submission, and that we did not receive the last item ordered, an earth parachute for outdoor use. Christine asked her to check on the status of the Labels program to make sure it is worthwhile our efforts at collecting.

Tyson program – we’ve never had enough labels to send in. There was a discussion about the correct amount to send in. 50 or 200? [Post meeting, I checked on the paperwork I sent in to register us for Tyson. The submission form says 100. -Christine] There are two Tyson accounts, however. Christine did not realize that Tyson was already set up when the Labels and Caps drive kicked off last year. Tyson will need to be called so that our accounts can be reconciled.

LISA also has an account at Kellogg’s, Kellogg’s Family Rewards. Individuals can enter codes, and then donate points to the school. The school gets a percentage of money per points.

In processing these donations for the future, there are some things to note to make the process easier. Box Tops can be separated into snack bags of 50 each (single box tops only). 2-bonus, 3-bonus, 5-bonus, etc., can be separated into one baggie per each, and then counted. On sheets, it is easiest if there are exactly 25 single labels per sheet. Bonus labels are not supposed to be affixed to the Box Tops sheets. For Labels for Education, the sheets are more useful. If a sheet (1-point, 5-point, 10-point) is filled, then an extra 1-, or 5-, or 10-points is added. So full sheets equal a lot more points accumulated.

Box Tops allows two mailings per year; Valerie believes it is March and November. We mailed in Box Tops once last year, and the check arrived in December of last year, about $1,100.

Panera Bread fundraiser upcoming. April 22. We have to print out flyers for individuals to bring in and present when ordering. The program administrator at Panera will make the flyer for us. We have to make copies. Need to announce in Wed Mail and show up at the restaurant with plenty of flyers to hand to people as they walk in. Need minimum of 20 flyers to get a percentage of sales.

20 = 10%

20 – 50 = 15%

50+ = 20%

Valerie said that one parent used to have printing privileges through her job, and often did print work for the PTA in the past. She could be a good source for us.

Muffins with Moms – expected cost. Valerie reports that it cost no more than $600 in the past. We have budgeted $1,400. Christine expressed the idea that coffee should also be served, separate table. We will check out prices to have coffee catered. Can buy cardboard dispenser containers from Dunkin Donuts. Our commitment will be to buy muffins, plates, napkins, bottled drinks, and possibly to add coffee. Need to know the number ahead of time in order to call Sam’s Club to let them know how many we will be purchasing. Mrs. Ward said she will note that, and ask for an RSVP count one week ahead of time.

MWM will be Monday, May 12. We will need to pick up the muffins from Sam’s on Sunday, and also get the drinks in the back freezer one day ahead of time. There will be two shifts again to allow more sitting room. We would like to have men (fathers, grandfathers) to volunteer so mothers can eat with their children. We thought of contacting the leader of the WATCH D.O.G.S. group to see if they might be able to give us a hand. Valerie said that Randy Jumper always volunteered for this event too. NHS also lends a hand for these events, and is a big help.

Administrative professionals day – April 24. Last year, we gave gift certificates for $50 for manicures and pedicures, and bouquets of flowers. We can do the same this year as we have two different employees in place. Wonder Nails on JFK, we agreed, would be a good place to purchase from.

Teacher Appreciation Week (TAW) – May 5 – 9. Have given teachers one gift per day in the past, with a lunch on Wednesday being the gift on that day. The actual Teacher Appreciation Day is May 6, along with School Nurses’ Day and School Nutritionists’ Day. The PTA’s norm is about $10 / day / teacher.

Things we have done for TAW in the past:

* A Maybelline employee has been our contact in the past and has supplied free make-up kits for the female employees. For the men, we gave given a box of chocolates, and for the Turkish women, the PTA gave a basket of bath soaps, etc., that are Vegan.
* Zip drives to each teacher
* Pen / pencil sets (Office Depot)
* Car washes – about $8 each – to Splash Car Wash
* Restaurant gift certificates
* New planners / grade books for the coming year
* Mardel’s gift cards
* $5 gift certificate to the Dollar Movie Theater plus two boxes of theater style movie candy

New ideas:

* Magazine article – spruce up the women’s bathrooms with nice hand lotion, nice soap, etc.
* Gift cards to the men – $10 each – to Great Clips

Suggest catering lunch this year, and we agreed. A school parent owns Shark’s in Jacksonville. Has catered for us before. Can do halal. Also gyros.

Other suggestions – Hong Kong Inn and Las Palmas – both parent-owned

Kabob House on Markham, another idea.

Mrs. Ward says we have 42-45 teachers. That will be about $2,250. Wednesday meal will cost about $400. Sonic can donate ice. Two-liter drinks can be purchased.

We can do bucket drive again right before TAW (Thursday and Friday before) to raise extra funds. We were successful at this last year. Need to advertise for it, possibly with a sign at the end of the pick-up line. Need to do A.M. and P.M. both days.

For school nurse, last year, we gave scrubs and flowers. Alli really liked this gift and said they were much nicer scrubs than she buys for herself. Perhaps a mani / pedi gift for this year? She also loves Tervis Tumblers. We could order a personalized one for her online. Shalonda mentioned that Alli loves the “31” bags too. [Post meeting, Valerie did ask Alli about manicures and pedicures, and Alli does like to get these for herself].

Mrs. Coates – last year – mani / pedi and flowers. This year, maybe we could switch it up and give her a gift card to a scrubs store since she wears them everyday as well. There is one on Warden and a Dickey’s shop close to the Dollar Theatre.

Another idea for Mrs. Coates and Nurse Heck was chocolate covered fruits, or one of those “edible arrangements.”

End of year funds – art and music. We agreed to go ahead and spend $500 now. Mrs. Ward reports that art department needs basically everything. And Ms. Ponder, the music teacher, submitted an Amazon wish list. Mrs. Ward will ask Mrs. Marks, Art, to give us a wish list.

[Post meeting, the officers agreed it would be better to spend about $1,000 each for the art and music departments. Mrs. Marks gave us a list of needed items; Mrs. Ponder gave us her Amazon wish list. We spent $944 on art supplies and $909 on the music department, ordered locally through Saied Music here in NLR.]

We have over 5,000 Coke rewards points. There is an array of school supply items that can be ordered through their school catalog, and we are at a point where we can “afford” a lot of them.

Valerie cautioned that any time a meeting date / time is changed, that 10 days written prior notice has to be given. This is according to our by-laws. The PTA body has to vote on a meeting day change.

The local and national PTA does not support charter schools. Also, our by-laws have never been filled out. We did give a 10-day prior notice before this meeting (e-mail, Wednesday Mail, web site.) Next meeting, our last general meeting, will also have more than 10 days notification.

[Post meeting – Mrs. Ward sent the PTA officers an e-mail on 3.15.14:

Dear all,

From my PTA meeting notes, I know you need to know how many total staff we have here at LISA North for your teacher's appreciation week preparations.

By my count today, there are 54. This includes the 12 male staff members (so 42 are female.)

I hope this is helpful. Please let me know if you need any further information.]