Nokomis PTA Planning Meeting Minutes – Aug. 16, 2017

Call to order: A meeting of Nokomis PTA was held at Davannis on Aug. 16, 2017 at 6:00pm-8:00pm

Attendees included: Hilary Becker, Deb Horne, Cherie Collette, Carrie Brooks-Babcock, Terry Jackson and Dawn Westin.

Minutes Review/Approval: Reviewed May meeting minutes. The following additions/corrections were noted:

Administrative Assistant Appreciation – Deb ordered and delivered two hanging baskets to North and South.

5th Grade Celebration – Deb and Amy covered 5th Grade celebration at North. Julia covered 5th Grade celebration at South. Changes to cake orders for 2018 were noted – North order can go down to 2 sheet cakes, South order – 2 sheet cakes was indicated as plenty by Julia, and noted that need at least two people at the table. 10 Liters of pop were purchased for both sites.

Shirt Orders - Family Shirt order was made by Debbie with some exception to having all child/adult sizes in each type. Shirt samples will be available for both North and South at Open House to help families size. Deb will update order form and $1.00 will be added to price of shirts. PTA to budget for 20 Nokomis shirts at $10 each for the School Patrols (Patrol parade) in 2018.

Kindergarten Celebration – Teachers were covered up to $30 for their requests associated with the celebrations.

Treasurer Reports: Informal report provided by Deb Horne as of July 31st –
PTA Checking $7851.74 (Staples and cake orders not included)
PTA Savings $4304.44
E2 $12,585.46
Cub Scouts $2052.81
Payments were made for all teacher requests and Discovery Club for childcare in June to close out the school year.

2017-2018 Key Events & Activities:
- Teacher Welcome Back (Bagels/Coffee) – Tentatively planned for Friday, Sept. 1st (location to be confirmed). Dawn to order bagels, cream-cheese and 2 coffee carafe’s for approximately 50 staff. Terry J or Dawn will pick up and bring to staff meeting.
- Ice Cream Social/Open House (Aug 31) - Carrie B to order and pick up 650 ice cream for North. Dawn to order and pick up 350 for South and will do set-up at South. Cherie will send out a request for volunteers to help with ice cream social at both sites. Deb to provide shirts for display and updated family shirt order form.
- PTA Member Recruitment – Initial recruitment at Open House/Ice Cream Social. Cherie to print PTA sign-up sheets for North and South. Volunteer sign-up forms will also be added to Back-to-School folders.
Fall Festival – Sept. 29
- Deb noted that we may need cup purchase, but other supplies should be good.
- PTA committed to fund one of the two bounce houses at $500.
- Cherie to prepare flyer
- An additional planning meeting will be held on Sept. 14th 6-8pm at Davannis on White Bear Ave.

Directory – (Deb/Hilary to work with Beth)
Craft Night – Dec. (Hilary to lead)
Teacher Potlucks – Nov./May
Fund Raising
- Zuppa’s (Hilary - May)
- Chipolte (Julia – Oct. and April)
- Davannis (Dawn – Jan.)
- Amazon Smile (Deb)
- Plaza Movie Theatre (Hilary)
- School Walk (continue to explore)

Spring Festival
Spring Event – discussed walk/picnic and family movie night as options
Partner Tea – provide support if requested
Administrative Assistant Appreciation (April)
Teacher-Staff Appreciation Lunch (May)
5th Grade Celebration
Kindergarten Celebration

Communications (News Letter, Facebook Page, Flyers, Email):
- Cherie will continue to work on Newsletters and update Volunteer lists and send out volunteer request communications. Exploring use of SeeSaw as a future common communication tool at both sites. Suggestion to have a “going/tentative/not this time” button to select on Facebook for PTA/Special events to encourage participation.
- Terry J will assist with posting PTA meeting minutes to Nokomis website along with auto-calls for special events and reminders (i.e. Fall Festival, Chipolte night fund raiser).

Other
- PTA pursuing a change in meeting night to second Thurs. of the month at Nokomis South and will retain Discovery Club to provide school age child care.
- Back-to-School Forms for Directory, Volunteering, Donations etc. – work with Beth on updates and to get into Friday Folders (Cherie/Carrie).
- PTA agreed to send bereavement card and donation of $100 to Sai Thao family. Deb will arrange.

NEXT MEETING – PTA Kick-off meeting Thursday, September 7 at Nokomis South (985 Ruth Street, Saint Paul) 6:00-7:00pm.