



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)
- **Book Exchange** – Feb.
- **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.