

AG Middle School PTA Committee Head/General PTA Minutes

September 12, 2013

The meeting was called to order at 10:05.

Those in attendance are attached.

Welcome

Stephanie Leo and Mary Lunsford welcomed all the parents and thanked them for their involvement.

Principal Report

Robert Folk thanked the parent and committee heads for their involvement.

The AG Honor Code was introduced. It will educate students on honesty, integrity and responsibility.

“Bulldog Honor above All.”

Universal breakfast is available for free to all students at CMS. AG serves breakfast from 8- 8:30 a.m.

Keyless entries are being implemented at all unsupervised entrances at AG. Only staff will have access, though a long term strategy to distribute keyless tags to students is being investigated.

Clubs and Teambuilding events are being communicated via email, including grade level activities.

Bulldogs Matter includes an afterschool program at Greir Heights for at-risk kids. Volunteers can email Bob Folk.

A review of CMS Bonds on the November ballot includes work to be done on the South Park campus, though not directly on AG property. Mr. Folk asked the parents to advocate for useable playspace for AG students, which is lacking due to the storm water project that made some space un-usable.

Treasurers Report

Ashley Hewitt reviewed the budget, highlighting the \$46,000 carryover from 2012-13 and \$33,000 used to start the year. Invest is the largest source of income. The budget was approved.

Committee Introductions

The committee chairs were introduced.

Procedural review

Financial procedures:

1. Submit check request form
 - a. Access form via website
 - b. Fill out form
 - c. Submit via scan/email or to teacher's lounge
 - d. One week turnaround
2. Must have invoice for \$100+ expenses.
3. Deposit must have fund receipt form completed and be verified by two pta members.

Fundraising procedures:

AG has a single source of fundraising, Invest in Excellence. All other requests must be approved by AG PTA Executive Board. If you need funding, email Stephanie Leo/Mary Lunsford to discuss.

Communication procedures:

Ellen Citarella is contact for websites, where PTA calendars, minutes, contact lists and Bulldog Bulletins are all posted. Updates to Bulldog Bulleting should be sent to Rita Melvin, no later than the Friday before distribution.

Also, consider other communication outlets available: the marquis, closed circuit TV. Flyers or printed material need to be approved before sending, and use only approved AG logos which are available on the website.

If you need to email the AG PTA Board, email a print-ready copy to Sydney Coffin for distribution. She keeps a list of updated emails. When receiving emails from Sydney, please respond directly to the appropriate person.

Committee Updates

Volunteers

Stephanie Dryer keeps an ongoing list of willing volunteers, if you need on, email her directly.

School Mates

We support Sedgefield Middle School with staff luncheons, gift card giveaways, and xmas gifts.

Book Fair, November 2013

There will be an AG Coffee House on Friday, 11/22 in addition to Family Day. AG receives 25% of all in-store sales at Book Fair toward our school.

Middle School Matters

MSM will be rolled into grade level coffees this year. October 17th is Doug Thompson re: Bringing Technology to School for 6th grade parents. October 24th is 7/8th grade coffee, Technology in the Classroom. November 19th will be an evening program, Social Media Insanity.

Invest in Excellence

Kicks off September 17th. PTA Committee heads are encouraged to give, as their participation sets stage for whole school. The goal for 2013-14 is \$85,000 and 100% participation.

The meeting was adjourned.