**G. H. Moody PTA Board Meeting**

**Tuesday, May 27, 2014**

**6:30 pm, Moody Library**

**Present:** Terry Moore, Ingrid Williams, Helen Wang, Beth Chancy*,* Santhi Sridharan, Raiford Beasley, Michele Sindelar, Andrew Sundberg, Petra Zerbst, Angela Cordero, Sandhya Kulkarni

President Terry Moore called the meeting to order at 6:40 pm.

**Approval of Minutes:** The March and April minutes still need to be approved.

**Principal’s Report (provided in advance):**

* The following activities are upcoming:
  + Student Film Festival on Friday, May 30th at 6:30 pm
  + PTA golf outing at Belmont on Saturday, May 31st
  + 8th grade laptop collection on morning of Friday, June 6th. 8th grade dance that evening.
  + 7th grade laptop collection on Monday, June 9th
  + 6th grade laptop collection on Tuesday, June 10th
  + 7th grade celebration on Tuesday, June 10th. 1st period – mini field day, 2nd period – activities in auditorium, 4th period – Latin Ballet)
  + 8th grade awards assembly on Wednesday, June 11th at 9 am
  + 6th grade activities on Thursday, June 12th
  + Friday, June 13th is a half day of school with a regular 1,5,6,7 schedule
* There is a request for the PTA to pay for computer programs again (Quia at $435 and Brain Pop at $1196). The board discussed that we would like to confirm that students are using these programs actively before apportioning the money.

**President’s Report:**

* General training for PTA members is being held July 10-12 in downtown Richmond for anyone who is interested.
* Outdoor classroom (Eagle Scout project): The student may be able to complete the project with the money he earned from spirit nights. He is facing an additional cost to replace some plants that were recently cut down. He is in the process of determining whether he needs any monetary support from us and if so will make a request.
* Mr. Loetz is working on a plan for a community vegetable garden and will be sending more information.
* Back to school folders will be put together in August. Board members should be thinking about whether they need to include any information.
* Agenda books – the contract was signed last year but payment is not due till next year. The board discussed reassessing whether enough students actually use the agendas to justify renewing the contract after this one expires.
* Gift cards for teacher appreciation: The teachers each received a gift card worth $10. There were more than 80 teachers. The administrators received gift cards from hospitality. More planning will be needed next year to improve coordination.
* Chew on This: This may be something we want to coordinate with Programs. Terry will speak to Ms. Cutler about managing this next year. It’s very helpful especially for 6th grade parents. Terry also wants to work with Ms. Massey to get a full year program to counteract bullying.
* Summer meeting: Terry asked everyone to let her know what days and times work best. Budget input will be needed and planning for the back to school folder.
* The transition meeting will be next Tuesday at Moody.

**Faculty Representative Report:**

* No report.

**Treasurer’s Report:**

* Santhi emailed the treasurer’s report prior to the meeting. She requested that all receipts and check request forms be turned in as quickly as possible. She would like all checks to be cashed before she ends her term and she will close out her term once the audit is done. Helen, Tamica, and Colleen will be on the audit committee. She is hoping to get everything done in July.

**New Business:**

* Golf tournament: Ten teams are currently registered and teams are still being accepted. Family members and faculty from Trevette and Lakeside are participating. Several county representatives are participating in some fashion. Raiford would like to see more participation from the PTA. He projects that the event will make between $800 and $1,000. There was a drive for student sponsorship ($5) and faculty sponsorship ($10). Mr. Lewis is going to try to encourage faculty donations. Raiford has lined up a corporate sponsor for the food. He is going to sell mulligans (do-overs) as well. The money collected will benefit PE programs and we will allow Clay, the director, to apportion it.
* 2014-2015 Carnival date needs to be selected as soon as possible.

**Nominating committee**:

* We discussed the need to vote the new board in as soon as possible. Following the guideline to vote on the nominating committee at a general body meeting and then wait 60 days to vote in the officers will put us at November. A motion was made and passed to amend the by-laws to not require the 60 day waiting period between nominating committee and board vote. Terry will present the amended bylaws and the nominating committee for vote at the 6th or 7th grade awards assembly during the last week of school. The executive board can then vote on the officers or she may put it to general vote at another awards assembly later that week.

**Programs:**

* No report.

**Spring Fling:**

* No report.

**Membership and Raider Fund:**

* Andrew shared that a past fundraising incentive at Tucker was successful where a donation of $100 was accompanied by a hoodie (which cost $9). The same initiative gave out a school sticker for a $35 donation. Mr. Llewelyn has said in the past that we would need to handle our own inventory if we decide to do this type of incentive. Terry suggested that we talk to the incoming Raider Fund board member to see if she’s interested in managing this effort.
* The membership form will be dispersed in multiple formats (paper, Paypal, and pdf via email). Terry will ask at her church about the tool they use that allows a form’s contents to be entered directly into a database to avoid manual entry. Forms completed via Paypal load directly into a database.
* Some edits to the form were discussed. The membership rate will stay at $5. An addition will be made to reflect a $5 cost for the directory if not a PTA member. An option will be added that says your info will be included in the directory unless you opt-out. We agreed to hold on loading the form to the website until these updates are made and we have a process for managing completed forms documented.
* Helen and Andrew will meet with the new board member and come up with a process to manage processing of the new form, particularly how the various board members will receive the information relevant to them.

**Communications:**

* No report.

**Hospitality (report provided in advance of meeting):**

* The hospitality provided a **snack basket** to the teachers and staff on **May 2nd**. A **luncheon was served during teacher appreciation week on Thursday May 12th** to all 116 employees of Moody Middle. Boychik's deli did a fabulous job and all feedback has been very positive. We served a breakfast to all of our **administrator assistants, on Thursday May 15th**, with small gifts to show the PTA's appreciation for all that they do. A total of 6 was served a breakfast casserole, fresh fruit salad, coffee cake, and juice.  On **Friday, May 23rd we served all 13 of our administrator's** in the school a yummy lunch which consisted of fresh grilled steak, crab cakes, twice baked potato, spinach soufflé, caesar salad, dinner rolls, carrot cake, and peaches and cream pie.  There was also a small gift given to each administrator.

**Arts in Education:**

* No report.

**8th grade Dance:**

* Everything is lined up. The only concern is that permission slips aren’t being turned in. Petra will ask the 8th grade teachers to remind the students and email parents.

**Retail Promotions:**

* Box Tops and Labels for Education competition will end at the end of this week.

**Lay Advisory:**

* No report.

**Reflections:**

* No report.

**Student Directory:**

* No report.

**Volunteers:**

* No report.

**County Council:**

* No report.

**Dances:**

* No report

The meeting was adjourned at 8:00 pm. The final transition meeting will be Tuesday June 2nd at 6:30 pm at Moody.

Respectfully submitted,

Angela Cordero

MMS PTA Recording Secretary