



Blue Valley Early Childhood PTA Meeting Minutes

Monday, January 8, 2018

Attendees

Heather Jenkins, Rachel Johnson, Jessica Swaters, Jennifer Schlup, Kendall Burr, Tracey Lisch, Micaela Burke, Michelle Kelly, Brooke Hightower-Foster (note taker)

Agenda

Call to order

Heather Jenkins called the meeting to order at 6:31 PM.

Approval of previous minutes

No one moved that we accept the December because not provided to the board.

Principal Report: Kendall Burr

- The school is placing next year's peers and currently enrolling for 2018-19 school year. The afternoon is almost full, however the morning classes still have openings.
- Online Conferences link for scheduling.
- They're currently doing Kindergarten transitions.

Parents as Teachers Report: Michelle Kelly

- Michelle Kelley update from PAT regarding playgroup

Teacher Representative

- No update

President's Report: Heather Jenkins

- **Standing Rules:** Heather discussed adding conflict of Interest Policy to the standing rules. However, after discussion it was decided to table this issue for a later date.
- **Usborne Book Fair** - cancelled due to possible conflict of interest and unable to contact Usborne representative
- **Yearbook:** Heather needs to purchase yearbook software and beginning layouts. Need 1-2 volunteers to help take pictures during the school day. Heather and Brooke are volunteering to take pictures during the day. Still need to recruit more volunteers to help with pictures. Need to ask teachers if they have pictures to donate for the yearbook.
- **Recruiting:**
 - 2018-19 Board - Jessica Swaters to stay on as Treasurer, Jennifer Schlup is staying on as VP Preschool. Kendall has someone in mind for President.
 - Heather to provide board and committee job descriptions to board for recruitment purposes.
 - Heather has some ideas for recruiting members and board.
 - Special Needs Resource Fair (Feb 27th 5-8pm) - Heather reserved a table for the board. Will need representatives to be available for questions.
 - Macaroni Kid Camp - Heather was approached by the Macaroni Kid to be part of this camp. However, no invitation has been formally made.
 - T-Shirts - Discussed obtaining a new t-shirt vendor and potentially having new PTA shirts made to give to members, especially so they can wear to field trips and/or playground playgroups during the summer.
 - PTA Paid Field Trips - Because of a surplus of available funds, we discussed having the PTA pay for a field trip for members, inviting PAT to come (although they'd pay their own way if not a PTA member). Paint & Glaze, Lego Land, Tour of Chiefs Stadium, and Science City were options. Discuss further at next meeting.

Vice President of Preschool Report: Jennifer Schlup

- **Art Card Day --**
 - Volunteers - call High Schools, Middle Schools, and Girls Scouts for volunteers.

- Supplies -
- Scan - Use flash drive for scanning purposes to make cards.

Vice President of PAT Report: Michaela Burke

- **Preschool Fair:** We have one booth set up at entrance for families to see and enquire about Hilltop Preschool and for the PTA.
 - 42 paid vendors currently.
- **Block Fest:** February 1, 2018. Ask Girl Scouts to take down at 6:15pm.
 - Reviewed current plan. Recruit for PTA
 - Enough room for 40 kids max, 30 show, utilize Signup Genius and send link for it.
 - Vote - Budget increase for additional time for parent educators. \$250 total, \$150 allocated, move money from story time to pay for parent educators. Michele motioned to make the changes and Kendall seconded the motion. Motioned carried.

Treasurer Report: Jessica Swaters and Rachel Johnson

- **Membership:** Changes
- **Reviewed Actual vs. Budget 2017-2018:**
 - Amounts are through 1/2/17
 - Add an hour of custodial for preschool because Kendall mentioned that there is a charge of before and after event cleanup for preschool fair due to district event prior and after Preschool Fair.
- **Potential Family Fitness Event:** Reviewed and discussed our guest speaker from Blue Valley Recreation Center tonight regarding Family Fun Fitness Day, type of fun day, reserving a conference room, booking the date as to not conflict with other events, Blue Valley Rec can have instructors to demo different classes such as Zumba and Yoga. There will be additional stations where children can play games.
 - Considering having KOMA as our guest to demo a class. More updates at the March meeting.
 - Could have the Girl Scouts volunteer at each station to help.
 - Discussed Fitness Resource Fair with multiple companies with demonstrations.

- End of Year Celebration: Jessica has begun reaching out to all truck participants from last year. Jessica will reach out to different vendors to see if they'd donate coffee or food.

Fundraising: none

- Parent/Teacher Conference Week, there will be a sign saying PTA Stock the Breakroom for families to bring in items for the Hilltop Breakrooms.
- Week of Feb 5th bring food for staff in the evening
 - Could cater with Costco pizzas
- Cost to cater would be \$175

Secretary Report: Brooke Hightower-Foster

- Have begun contacting companies for Hilltop Appreciation Week.

Meeting Adjourned at 8:21 pm

Next meeting is scheduled for Monday, February 12th at 6:30 in the HLC Welcome Center.