



# Blue Valley Early Childhood PTA Meeting Minutes

Monday, November 6, 2017

## Attendees

Heather Jenkins, Rachel Johnson, Brooke Hightower-Foster, Jennifer Schlup, Kendall Burr, Michelle Kelly

## Agenda

### Call to order

Heather Jenkins called the meeting to order at 6:40 PM.

### Approval of previous minutes

Michelle Kelly moved that we accept the October minutes. Kendall Burr seconded. Motion carried.

### Principal Report: Kendall Burr

- Trunk or Treat, Picture Day and Hearing and Vision Screening was successful thanks to help from PTA volunteers!
- Kendall will put an item in the Hilltop Newsletter to solicit gift cards for families in need -- previously discussed and approved as a replacement for the "Hug Fund." Kendall will log all gift cards that come in as well as what goes out (anonymous). We will try this route and review next month.
- The Hilltop staff will adopt 2-3 families for the holidays. Kendall will put an item in the newsletter to help determine who may have this need.

### Parents as Teachers Report: Michelle Kelly

- Extended services Stay and Play on Fridays. Keep the kids 3-5
  - Mr. Bradley, with Johnson County Library will be suspending story time for 6 months. What will storytime look like during his absence. College students, Drama students, an old parent educator, do we go to the Blue Valley Library and what is the cost.
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- Amy Mertz to help with the newsletters. She willing to help.
- Brooke delegated the newsletter to Jennifer to work with Amy Mertz.
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- Library Storytimes: "Mr. Bradley" is not able to have storytimes in the spring due to opening the new library branch. Michelle is opening it up for ideas to have storytimes in the spring, without his participation. Possible ideas: a different librarian from JoCo library, CAPS student, etc.
- Still need staff for this Saturday storytime -- Kendall will send a plea to her staff
- Michelle described serving a small group of 3-5 year olds, in particular families who have a child that they wanted to enroll in the peer program but who didn't meet the English language criteria. They will be involved in home visits and screenings, and their group meeting will be a playgroup on Fridays with Amy Scavuzzo. The goal will be to maintain a connection with those families and provide support for community preschool enrollment.
- Thursday playgroups have been very large and there have been some mild concerns about supervision, sometimes caused by cell phone use. They have encouraged families to choose other times if that works, as well as use cell phones outside of the room with their child.

## Teacher Representative

No Teacher Representative tonight. Per Kendall, they are appreciative of the efforts for snacks during conferences and are happy to offer ideas or support for spring conferences. Minsky's donated pizza.

## President's Report: Heather Jenkins

- **Teacher Appreciation Committee:** Brooke Hightower-Foster and Jennifer Schlup are co-chairs. Some activities from last year included a luncheon catered by BV Food Service, Sonic Drinks, Chalk Drawings on the sidewalk, and gift cards for each staff member.
- **Trunk or Treat Feedback:** overall good turnout and very positive reviews. The only complaint related to a trunk having a candy item with peanuts. Two security notes for next year -- officer should be clearer going forward that the role is to prevent cars from entering the "trunk" area, and need cones to prevent BVRC from coming through the far north drive

- **Kaleidoscope:** two dates coming... attendees need to RSVP as there are limited slots available.
- **Preschool Fair:** Vendor emails have gone out, and reservations are already coming in.
- **Spirit Wear:** has been passed out. Might do another order. Bonfire t-shirt company was recommended for T-Shirts because it is online. Custom Ink company was recommended too. Made \$250 for the t-shirt order. It is a service that raises minimal money, fundraiser. No volunteers required. Ask Shelley, spirit wear coordinator to see if she will contact the companies.
- **Book Fair:** Goal \$3000, Total Sales \$1744.94, Scholastic Dollars Profit Selected \$697.98, Customer Rewards \$25, Previous Account Balance \$111.93, Total Scholastic Dollars Available \$834.91, Do we do UsBorne Book Fair? Preschool profit? Move Book Fair to Spring 2019. \$25 expires in 5 months.
- **Website Update:** Wendy Webb signed up. PAT paid for the website. Weebly is who pay. The domain was purchased for \$16.95/yr equaling \$33.90 for 2 years. Weebly Pro Site who hosts the site. Have IT evaluate if we need to upgrade to Weebly Pro Site.
- **Standing Rules:** On guidance from the state PTA, Heather will have some proposals for a few changes, such as updating dues. Heather will review the current standing rules and propose changes, using the process outlined by state PTA. Goal is to have that completed by the next meeting date and changes were made.
- **Consider New Committee Chair:** cultural liason -- Lakewood would be a good example
- **Communication:** Currently using email (PTA Newsletter, Hilltop Happenings, PAT Newsletter), Facebook, PTA website, (Hilltop website links to PTA website). Many PTA/PTOs are using Membership Toolkit. As used by most schools, it is a \$900 fee, however, there is a less expensive version that could be explored. Heather will bring more information back to the group or refer her to Rachel, who has used it as a parent.
  - Heather will continue to send information to Kendall and Michelle. Kendall will forward .pdfs to teachers who can also send them out. Michelle will add PTA events to the PAT calendar.
  - Proposed a room parent/contact information in a Google doc to give permission for PTA to contact parents.

### Vice President of Preschool Report: Jennifer Schlup (absent)

- **Conference Week Treats** -- proposal that there was an ask for more “mealish” items as we are changing up conference nights a bit this year. Ideas included sandwich trays from Costco, sign ups for Crock-Pot soups, Costco pizza, other sign

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ups... Michelle moved that the budget be amended to include \$175 for food. Jessica seconded. Motion carried.

### Vice President of PAT Report: Michaela Burke

- **Preschool Fair:** Michaela updated the vendor letter. This will go out to previous and prospective vendors

### Treasurer Report: Jessica Swaters and Rachel Johnson

- **Membership:** 91 paid members
- **Spirit Wear:** deadline has come and gone, but a few orders still came in. There may be enough extras to be able to cover these orders.

### Secretary Report: none

- Kendall Burr and Brooke volunteered to take notes tonight.

Meeting Adjourned at 8:45 pm

Next meeting is Monday, Dec. 4 at 6:30 in the Welcome Center