

## **PTSA INFORMAL MEETING**

August 31, 2004, 7:00pm

Present: Lori Head, Jennifer Heffele, Barb Nickels, Julie Kelso

**PTSA PRESENTATIONS** Jennifer will be doing presentations for local clubs to educate them about the importance of PTSA in the community. Presentations have already been done for \_\_\_\_\_. \_\_\_\_\_ are scheduled for the near future.

**MEMBERSHIP NUMBERS** Jennifer indicated that 17 teachers/staff have already signed up for PTSA this year. \_\_\_\_ parents have signed up.

**TEACHER REQUESTS** Teachers have mentioned three specific areas for which they would like help from the PTSA: 1) snacks, 2) parental involvement, 3) assistance with student photo day. Jennifer mentioned that a new company will be doing the photos this year, so we are not sure what, if any, assistance this new company will need.

**PTSA vs. PTO** There was discussion about the benefits of PTSA vs. PTO. Currently, we are a PTSA, the local arm of a national organization. A large part of parents' \$6 membership dues goes to support the state and national PTSA. Julie questioned the benefit of belonging to PTSA and wondered whether we should form a group (which would be called a PTO) not tied to any national organization. This new organization would not necessarily have to collect dues. Jennifer explained the national PTSA role in lobbying Congress on education issues. Lori stated that there are probably some PTSA benefits we reap that we are not even aware are a part of PTSA. Lori also thought that dissolving the current Nome PTSA might require that the fund balance (about \$9,000) be turned in to the national PTSA. Barb stated she had seen a web page that identified benefits of PTSA and would locate it.

**SEPARATE ELEMENTARY AND HIGH SCHOOL PTSA** Discussion ensued as to why the elementary and Jr./Sr. High Schools were linked into one PTSA. Julie suggested separating the two, as there are many differences in the programs, and some parents might not be interested in coming to meetings if topics did not pertain directly to their own children. Jennifer stated that this is not possible within the PTSA organizational structure; we would have to dissolve the current Nome PTSA and become a PTO. As an alternative, Lori suggested structuring meeting agendas so that parents do not have to stay for the whole meeting. Lori also said that sustaining one PTSA was difficult; trying to sustain two organizations would probably not be possible. She stated that in the past, most of the focus has been on the elementary school anyway.

**MEMBERSHIP FORM** The current membership form was reviewed, and changes suggested. Barb will draft a new membership/officer nomination form and distribute it at the schools on Tuesday September 7, 2004. A parent survey form will also be attached. The due date for nominees to be placed on ballots will be September 15, 2004. Barb will put ads on the scanner.

**SCHOOL SUPPLY LISTS** Julie brought up the fact that the school supply list in the newspaper is not accurate. Lori indicated that this has been a topic of discussion in the past. PTSA needs to remember to contact the appropriate officials to get this corrected before the next school year starts.

**PTSA BY-LAWS** Several questions arose regarding the PTSA by-laws. Officers authorized, length of terms, voting procedures, etc., were all issues that should be addressed in the by-laws. Jennifer will provide Barb with the current by-laws, as well as other PTSA documents.

**OPEN HOUSE** The Jr./Sr. High School open house is September 8 at 6 pm. Elementary open house is

September 15 at 6:00 pm. PTSA needs to have a table available at both events for a membership drive and to sell community calendar ads. Jennifer will request to be put on the Jr./Sr. High School open house agenda for the purpose of advocating PTSA. Barb will do the same for the Elementary open house. Barb and Jennifer to put together gift baskets for a drawing of people who join PTSA. Barb agreed to man the table at both events and look for additional volunteers. Ballots will be available with the names of nominees received thus far.

**PTSA MEETING** The first official meeting is tentatively set for September 20, 2004 for installation of officers. Other agenda items are to be determined. Parent/Teacher/Student surveys are to be compiled and information made available at the first meeting.

**INCREASING MEMBERSHIP** Several ideas for increasing membership were discussed. Julie stated that maybe if the PTSA card had a “worth” we could attract more members, i.e. 10% off at AC or Hanson’s when you show your card. Jennifer and Barb both emphasized that many people are not joining out of fear of being asked to participate in fundraising activities. Other parents may feel they are already contributing to the school (by volunteering in class, for example) and therefore do not need to join the PTSA. There was overall consensus that we need to make it clear that fundraising is a very small part of the organization.

**PTSA NEWSLETTER** The PTSA does not currently produce a newsletter, but everyone thought that this would be a good idea. Barb stated that it should be more informal and inviting for parents to read: short, same color paper and of interest to parents/teachers/students on a more personal level. Julie thought it might be interesting to interview parents of some of the past valedictorians and include their parenting tips in a column. As far as publication frequency, Barb and Jennifer both thought that bi-monthly would be sufficient. Having a PTSA website was also suggested.

**COMMUNITY CALENDAR** Jennifer is to get in touch with \_\_\_\_\_, who has previously input the community calendar data and was familiar with the software, to see if she was interested in doing it again. The deadline for this fundraiser is October 15. Lori said the PTSA usually makes around \$5,000 on this activity. This should be enough to fund all of the PTSA projects this year.

**MEETING ADJOURNED AT \_\_\_\_\_**

**TO DO**

**ASSIGNED TO**

**DUE**

- |   |               |         |
|---|---------------|---------|
| 1. Find out what help is needed for picture day       | Julie         | Sept 2  |
| 2. Look up benefits of national PTA membership        | Barb          |         |
| 3. Put up scanner ads                                 | Barb          | Sept 2  |
| 4. Develop new membership/nomination form             | Barb          |         |
| 5. Refine parent survey form                          | Barb          |         |
| 6. Copy and distribute above forms                    | Barb          | Sept 7  |
| 7. Talk with person responsible for supply list       | Julie         | Sept 2  |
| 8. Locate by-laws and turn over to Barb               | Jennifer      |         |
| 9. Speak at high school open house                    | Jennifer      | Sept 8  |
| 10. Speak at elementary open house                    | Barb          | Sept 15 |
| 11. Set up and man table for high school open house   | Barb/Julie    | Sept 8  |
| 12. Set up and man table for elementary open house    | Barb/Julie    | Sept 15 |
| 13. Put together gift baskets for open house drawings | Barb/Jennifer | Sept 7  |
| 14. Develop agenda for first PTSA meeting             |               | Sept 19 |

15. Send out notices about first PTSA meeting
16. Compile parent/teacher/student surveys
17. Approach local businesses about providing member benefits
18. Develop PTSA newsletter
19. Look into possibility of website
20. Get in touch with \_\_\_\_\_ about inputting calendar

Julie

Jennifer

Sept 2