

Butler Middle School PTSA Meeting *Minutes*
February 1, 2017 *Agenda*

*Approved
as
Corrected*

In attendance: Raelynn Williams, Heather Passey, Hannah Stoehr, Melissa Hallenbeck, Jen VanHaften, Jody Wihongi, Stacie Skelton, Hilary Ripley, Lori Schneider, Lois Kristensen, Tatiana Grant, and Lisa Devashrayee. (Margie Arellano & Brittany Atkinson emailed in)

Volunteer Hours Stated on attendance roll: 82 Hours

- these are hours volunteered towards PTSA events, not tracked on the computer at the school.

1. **Welcome** – Lois 10:05am

- Congrats! We got the early bird award from Council for sending in our PTA Dues on time

2. **PTSA Administration**

Secretary – Lisa – Approve January Minutes - approved as written/posted

Regular Monthly Treasurer's Report – Lori – see Attachment A

- AFR has been accepted and turned into Council. Thanks all!
- Sale tax refund was submitted on time
- Year to date summary was discussed – see Attachment B

Membership Report/Update – Raelynn - currently 371 members

- January student incentive – had 43 students participate. Liked the book exchange. See Attachment C for a summary of that incentive.
- February incentive will be done. She is bringing donuts

3. **Principal's Report** – Mr Wihongi (Ms Logan was out sick)

- Schedule discussion: flexibility has increased in electives due to State Requirements on "hold".
- 5th grade Open House – students come during the day, then the night one is for parents 5:30-7
- book fair – February 6th – 9th. Open until 5:30 on the 8th & 9th

4. **Counselor Rep's Report** – Tatiana Grant

- 6th and 7th grade registration assemblies are now done.
- Counseling Center – go check the website and get feedback to her from parent input
- Feb 7th during 6th period – BHS Ra Ra Assembly for 8th graders
- Feb 8 – parent night at BHS 5:30 for incoming 9th graders
- still meeting with students whose parents didn't come to their counselor meetings (CCR's)
- Feb 13-24th BHS Arena scheduling open.... Feb 21st BHS will have counselors at BMS during their English class to make sure they are signed up for classes.
- Feb 23rd – 8th graders NAEP testing --- national report card testing. No one opted out. 3 sessions will be done. Usually happens every other year, and testers are picked radomly.

5. **Teachers Report** - Ms Vanhaften

- Student Senate – she has feedback to submit to the PTSA through an email she will send

6. **Student Report** – See Attachment D

- Recap of their mtg on 1/27/17 – Hilary
- 19 students attended. 8 – 6th, 8 - 7th and 3 - 8th Held elections since there were multiple students willing to be President and Secretary.

- Student President = Alyssa Clark - 7th grade & Secretary = Piper Lancaster - 6th grade
- Budget needs to be raised to \$25, all okay with that. - for breakfast: donuts, fruit, yogurt, water
- There is a "composition note book" for the secretary to take notes, being kept in the PTSA box.
- Need to hand out GREAT cards to those that attended. Will do right after this meeting.
- Who is doing the next meeting – 2/24/17: Hannah & Hilary
- Melissa is doing the one in March on the 17th

7. PTSA Upcoming Calendar Items to discuss

- Nominating Committee update – Hilary
 - They have had people try to attend other PTA meetings to help advertise & recruit.
 - Still not getting anyone to be willing to step up next year. Please ask friends or send names and numbers to Hilary and she will call them. Will hit up 5th grade parent night.
 - Flyer to hand out at 5th grade parent night & at other PTA meetings at the Elementary Schools – Attachment E
- PTC Staff meal – Feb 15th – Lois === salads and desserts will be asked for through Sign-up
- Mix-it Up Lunch – Lisa – March near the end of the month? Check with Paula for dates. Doing the Bingo Card. Have ready prior to Student meeting on the 24th of Feb for their input and then done by their March 17th meeting to have them cut them out.
- Teacher/Staff Appreciation Week – when and who/what? Lois & Paula Ferber will get with Paula to find out what week and what her plans were for the week so we can work with it.
 - thought about having students write cards – why they are thankful for them.

8. PTSA Projects

Memory Book – Margie

- She needs a new parent to work with her next school year, since her youngest is in 8th
 - Price to go up on Feb 24th. But could be March 1st??? She sent an email with comments: We will be having a table and fun activity set up tomorrow for the 6th grade Open house event. We will also be having a table and fun activity for both days of the parent teacher conference as well as signs. The week of the 20th - 24th we will be having signs at the drop off reminding parents of the pre-order fee ending. We will be sending out a voice alert that Monday or Wednesday as well.
- I was able to talk to the Debate teacher and she will be getting me pictures if their next Debate tournament so we can get those in:)
- So sorry I could not make it today yesterday at the pictures took a little longer than expected and I have Memory Book meeting today so I had to take care of these work items.

Reflections - 8th grader is moving on - Tember Olsen in literature division for State. Congrats!

GREAT Store – Stacie

- lowered the prices some. Worked better :). Trying to set out equal amounts of items per lunch so it is "fair". Some teachers still not handing some out. The 3 and under category goes fast.
- looking at trying to "take" the grade currency. Jenn will talk with the teachers to get input on this. Also need to add some NON-Item things they can 'Purchase' - like front of the line at lunch, hall pass to the media center, etc... Teacher incentives as well.

Partnership Night – Brittany – she wasn't able to attend but submitted the following information:

- 1 - The check from Jersey Mike's had to be reissued, since we were not able to locate it in the office. Shayla McKinney said she dropped it off to the office before Christmas Break. As of last Friday, she expected to have it this past weekend (mailed from their corporate headquarters). I haven't heard from her this week but I sent an email/text this afternoon.

2 - I am in the process of setting up a partnership night at Chipotle on February 21st (Tuesday) from 4-8. If this particular evening will be difficult, please let me know and I will get things changed before fliers are printed. I was thinking if we held the event after the PTC's then we could advertise at the school when the parents are in the building. Chipotle agrees to a 4 hr. block and donates 50% of the proceeds back to the PTSA. If you think it would be better to have the time block be 4:30-8:30 or 5:00-9:00, let me know that as well.

3 - I don't know if this has been discussed before or if its against school/PTSA rules but what about contacting a food truck(s) to see if they could be in the parking lot during PTC's? If the donation % is the same, I was thinking it might be an easier way for parents to support the school and PTSA. Would it make parents feel obligated to participate? Just a thought. If the Food Truck idea is a go then I would postpone Chipotle Night.

- Got approval for doing the Food Trucks both/any of those nights. Talk to Paula about where to have them set up.

- Change Chipotle to March and do it from 5pm – 9pm.

9. PTSA Advocacy

- Report of Legislative Officer – Hilary

- Feb 22nd 9:30am Now you can register online \$15 includes lunch if you pre-register. Parking is crazy so carpool and use UTA.

- Lots of bills that the PTA are following... backing 18 of them. All bills are on the Advocacy tab on UTAHPTA.org

- One listed is making "pink" a controlled substance – the stuff that killed the two Park City Middle School students.

- There is a Sex-Ed bill being discussed to start teaching it in 2nd Grade, not on the site yet but is being discussed.

10. Other Misc. items

- Facebook page = where are we at with this? Tatiana will contact Michael to get this information
- Take your family to school week – Lois = She is interested in doing this at Butler this year. She will talk with Paula to see if it is feasible.

- Cultural Fair that Council is doing – Lois April 17th 6-8pm at Jordan HS

- Can DLI handle this responsibility for this year. Lois will contact two DLI parents. Tatiana will get names to her.

Adjourn 11:36am

***** Next Meeting is March 1st @ 10am.

Meeting Minutes approved / approved as corrected at

PTSA meeting on 1st day of March, 2017

Lisa Nevashuye
Secretary

3-1-17
Date

MONTHLY TREASURER'S REPORT

Butler Middle School PTSA

February 2017

Attachment
A

BALANCE on hand as of January 1, 2017	\$24,291.58
	<u>0.00</u>
	\$24,291.58

INCOME:

Membership Dues : 3 members	\$16.00
Spirit Wear	0.00
Fundraiser - Memory Books (+2)	50.00
Cash Donations	0.00
Sales Tax Refunds	44.22
Partnerships - Restaurant Nights	<u>0.00</u>

TOTAL INCOME	<u>\$110.22</u>
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EXPENDITURES:

GREAT Bruins Store	\$438.43
Student PTSA Member Incentives	16.01
Teacher Appreciation	21.99
Membership Dues: Natl, Utah & Council	12.75
	0.00
	0.00
	<u>0.00</u>

TOTAL EXPENDITURES	<u>\$489.18</u>
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BALANCE on hand as of January 31, 2017	<u>\$23,912.62</u>
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Year-to-Date :

Members	371	Check Register	\$23,719.62
Memory Books Sold	345	Funds at BMS online acct	<u>193.00</u>
			\$23,912.62

**Butler Middle School PTSA
July 1, 2016 to December 31, 2016
Budget Summary DETAILS - Year-to-Date**

	<u>Receipts</u>	<u>Paid Out</u>	<u>Net Income/(loss)</u>	<u>Approved Budget</u>	<u>Over / (under) Budget</u>
INCOME					
Membership Dues	2,572.00	1,560.00	1,012.00	800.00	212.00
Memory Books	8,575.00	0.00	8,575.00	6,400.00	2,175.00
Restaruant Partnerships	299.78	0.00	299.78	300.00	-0.22
Sales Tax Refund	0.00	0.00	0.00	100.00	-100.00
Donations	75.00	0.00	75.00	100.00	-25.00
Spirit Wear - old	<u>744.00</u>	<u>0.00</u>	<u>744.00</u>	<u>0.00</u>	<u>744.00</u>
	12,265.78	1,560.00	10,705.78	7,700.00	3,005.78
NON- BUDGET ITEMS					
	<u>Receipts</u>	<u>Paid Out</u>	<u>Net Income/(loss)</u>		
Cash Box	150.00	150.00	0.00		
Spirit Wear - new	1,879.00	1,879.00	0.00		

EXPENSES	<u>Approved Budget</u>	<u>Actual Expenses</u>	<u>Under / (over) Budget</u>
ADMINISTRATION :			
Insurance	350.00	345.00	5.00
Bank Fees/other fees	100.00	0.00	100.00
Credit Card Fees (Square)	150.00	39.41	110.59
Supplies & copies	125.00	137.30	(12.30)
Leadership Training	350.00	0.00	350.00
Projects (Office Equipment etc.)	325.00	161.89	163.11
Thank You PTSA Lunch	300.00	0.00	300.00
Spirit Wear	<u>100.00</u>	<u>23.00</u>	<u>77.00</u>
	1,800.00	706.60	1,093.40
STUDENTS:			
Reflections	950.00	432.01	517.99
Reality Town	750.00	1,062.20	(312.20)
Red Ribbon Week	900.00	734.49	165.51
GREAT Bruin Incentives	1,600.00	0.00	1,600.00
GREAT Bruin Store	1,000.00	421.42	578.58
Student Member Incentives	300.00	31.10	268.90
Student Member Bkfst Meetings	200.00	20.69	179.31
Projects	<u>300.00</u>	<u>0.00</u>	<u>300.00</u>
	6,000.00	2,701.91	3,298.09
TEACHERS:			
Welcome Breakfast & treats	250.00	247.81	2.19
P/T Conference Food	300.00	101.61	198.39
Teacher Appreciation	1,475.00		1,475.00
Teacher Member Incentives	100.00		100.00
Teacher of the Year	75.00		75.00
Projects	<u>300.00</u>	<u>0.00</u>	<u>300.00</u>
	2,500.00	349.42	2,150.58
TOTAL EXPENSES	10,300.00	3,757.93	6,542.07

January Survey Results

Total Respondents: 43

(vs. 36 from Nov; 13 from Oct)

Interested in a book exchange: 31

They like the idea, but would need a lot of reminders if they are going to actually remember to bring a book. The feedback I got about the book exchange during the January store was that there was only 3 or 4 books.

Even though I talked to many students about it the day before the store, they all forgot to bring a book.

who said they would attend a Jan 27 student meeting: 24

Ideas for memory book:

The number one answer was "Me", haha!

Other common memory book requests: student achievements, more pictures of student activities, more candid/fun pictures, more pages for signing, teacher of the year page, honor students, funny images

And the very most requested item to hand out at the next student incentive: DONUTS! :-)

☺ = President

Attachment D
blank = secretary

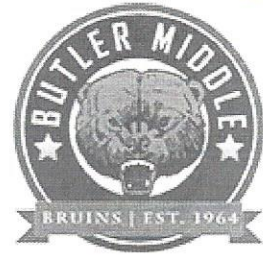
- 27/1/17 2nd meeting
- Secretary for today is Piper Lancaster
- Alyssa Math Aimee nicole
claire Piper are running for sec. and president.

Our president is: Alyssa Clark
Our Secretary is: Piper Lancaster

Want feedback to the Bruinstore

- Improve book exchange
- prices reasonable
- Teacher to hand BC out
- headphones, gelpens, (1 per person)
lotion, mechanical pencils. 2 per person
- want a school dance (valentines)
(Halloween)
- 8th grade separate from 7th and separate from 6th
- mix it up - during lunch
- more time at lunch (candy)
- Dances for all grades.
- notes to everyone to the memory book staff.

- remember to pay for memory book
- remind about yearbooks
- what do we want to change
 - space for autographs
 - more fun picture (send thugh email)
 - more "likeley to be" w/ picture
- equal prizez for each grade
 - tennis balls
- Want music inbetween classes.
 - try it again
- On tvs say how many minutes intell class.
- * Teacher appreciaation
- table about ptsa
 - 5th 6 Orientation
- ptsa • help red ribbon week



The Butler Middle School PTSA welcomes you. In the middle school students are also encouraged and welcomed to be a part of the Parent – Teacher – Student – Association.

The purpose of the PTSA is to support the faculty, staff, parents, and especially our students. The PTSA is one of the strongest voices in the educational process that directly supports and advocates for our children and school.

For the PTA to be effective, we need the support and involvement of the parents, teachers, and students. The first way to show your support is to become a member of the Butler Middle School PTSA. The second way to show your support is to participate in the events and programs that we have planned throughout the year. Your time and involvement will be greatly appreciated and beneficial to the students. Many parents feel that they cannot participate in the PTSA because they cannot come to meetings or be at school during the day. Whether you have 30 minutes or a couple of hours, your ideas, your time, and your talents are truly needed. Research shows that students whose parents are involved in their education have better grades and fewer discipline problems. We promise that the time you give to the PTSA and the school will be worth your while—and it will be fun!

A few of the programs and events that PTSA sponsors during the year:

Reflections - For 40 years the National PTA Reflections program has encouraged students across the nation to explore their talents through the Arts.

Teacher & Staff Appreciation events

Red Ribbon Week Against Drugs & Bullying – activities and information to promote a drug and bully-free community

Reality Town – 8th graders are given a chance to experience real life, deciding how to spend their “paycheck”

Great Bruin Store – students can “spend” good behavior tickets given to them by their teachers for pencils, pens, and other school supplies and treats.

Memory Book – a parent lead, student committee who attends and takes photos of school events throughout the year and compiles it into a book handed out at the end of the year, that can be signed by friends.

To be involved next year, please email: butlerptsa@gmail.com.

This summer when registering your student online you will be able to pay for PTSA memberships, and your student’s memory book.