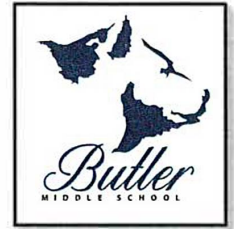


Butler Middle School PTSA Board of Directors
Meeting Minutes, November 3, 2021



In Attendance: Crista Thompson, Rusty Lugo, Halley Nelson, Brooke Moench, Tracey Clayton, Holly Wainscott, Heather Dance, Laura Garcia, Kellie Ungricht, Molly Crawford, Tatiana Grant, Carolanne Heindel, Noah Jenkins; Katherine Cance; Nicole Grace; Holly Fairbanks

Volunteer Hours Reported:

1. **Call to order** -Crista 4:30 PM
2. **Approval of Meeting Minutes:** Tracey motioned to approve minutes of the October 1, 2021 meeting; Crista seconded. Tracey to sign and submit October's meeting minutes.
Total volunteer hours reported: 84.5
3. **Reports of Officers, Board and Standing Committees –**
 - a) **Financial - Treasurer's Report:** Brought in \$484 for Spirit Wear and donations; Spent over \$1300 on Spirit Wear; \$376 for parent teacher conference food; \$444 Reality Town; \$603 to Bruin Store \$4500 for memory book deposit; \$130 paid national and local PTA dues
 - b) **Principal's Report:** Thank you to Reality Town Volunteers and Halloween volunteers. Looking for guest speaker for Veteran's Day assembly on November 11th, 1-3 periods. Friday is first online learning day for students; teachers are very pleased with decision to have online learning Fridays; teachers grateful for time to lesson plan, meetings, intervention planning, etc. Office hours 1-3 pm.

Sack lunch sign-ups will be provided on Thursday's during 6th period.

Push teacher membership drive, use QR code. Crista to provide QR code and current numbers on teachers that have already joined.

Red Ribbon week was a success.

National rise in school vandalism and bullying; but very little at Butler Middle School. Paula expressed her gratitude to parents and the community for their efforts in helping to keep this low.

- c) **Counselors Report:** Thank you to PTSA and volunteers for Reality Town; receipts will be submitted this week. Just finished classroom lesson on College and Career Planning; meetings coming up this month with parents. Parents to come during day if possible; but if not there will be evening options. Revamping Student Ambassador program to help acclimate new students to the school. College awareness with teachers was a success.
- d) **Teachers Report:** (Katherine Cance) Pictures were taken during Halloween, want them submitted for Memory book. Creating folder on share drive to access for Memory Book. Student groups still up and running. Debate team medaled (1st, 4th, 6th and 11th); first time the school had participated in debate in some time. Budget request for Librarian to fund her activities/items in the Great Room (link to request <https://docs.google.com/document/d/1dRRMs2AdVROtb--aspY31RSingdaWo1-oOZfapeellk/edit?usp=sharing>)
- e) **Student PTSA Report:** (Molly Crawford & McKenzie). Not addressed.

4. **Reports of Special Committees for upcoming events:**

- a. **Bylaws:** Need to review bylaws and have updated before end of year. Watch for communication from Crista or Tracey.
- b. **SpiritWear:** (Brooke Moench) Last order has been picked up; will be at the school tomorrow (Nov. 4th). Supplier ran out of exact t-shirt in Medium so they printed them on slightly different shirt. Next year we should consider keeping 3 orders as we did sell quite a bit in order #3. Brooke to complete the End of Year Summary.
- c. **Membership Drive:** (Natalie Bletzacker). Ongoing monthly through all social media and Bruin Bite; will work on teacher push; currently 381 members.
- d. **Memory Book:** (Kellie Ungricht) Contest communication went out for Memory Book cover; due end of November. Send pictures to memory book email. Memory Book price will be increased to \$30 on November 10th and for the next three months; then will increase to \$35.
- e. **Great Store:** Request for donations of leftover Halloween candy. Candy seems to be the number 1 selling item. Could also send a Sign-Up Genius request for Great Store items. Things are selling well and Laura is getting familiar with what sells and what doesn't. Popular items include candy, snacks, Halloween/holiday items, school supplies. Points will not be reset until Christmas break.
- f. **Partnerships:** (Leanne Ehrhart)– no partnership identified for November; request for ideas. December will be In-n-Out. Other ideas include sign-up for Coca Cola, Amazon Smile, Smiths, BoxTops; need to get this marketing out to people. Crista has created QR codes which will be included in the Bruin Bite. Can also send QR codes through Peach Jar and make some posters for the main office; will also post on Social Media sites.
- g. **Hospitality:** (Heather Dance) Trying to think of something to do for teachers in December; some ideas included baskets for each teacher of their 'favorites'.
- h. **Reflections:** (Rusty) Really good turnout of 38 entries. Working on judging and awards/certificates. Still open through November 19th. Rusty to provide info on timing of 'winners' announcement.
- i. **Reality Town:** (Rusty & Nicole) Budget was tight; consider increasing next year. Did receive good donations and relied heavily on this to make it work.
- j. **Nominating Committee:**(Crista & Rusty) Keep feelers out and ears to the ground for volunteers next year. If have names, could help familiarize them and get them involved now. Reminder to all members to fill out their Event/End of Year Summary form after an event to describe what it takes to lead/manage the event.
- k. **SCC Meetings:** Next SCC meeting is November 17th at 3:30 pm


5. **Unfinished Business:** None

6. **New Business:** None

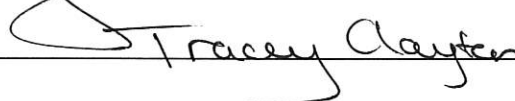
Adjourned - Crista motioned to adjourn at 5:32 PM.

*******Next Meeting –01 DECEMBER 2021 4:30pm**

Approved Minutes on 1st day of December 2021 at the PTSA Board Meeting



BMS PTSA Secretary



Tracey Clayton

01 DEC 2021

Date