AGENDA

Corrales International School PTA Meeting

Date | time 10/14/2016 5:00 PM |

# Board members

Naketta Wiley, President | Nicole Romero-Gabaldon, Vice President | Judy Hines, Secretary | Susan Murphy, Treasurer

| Time | Item | Owner |
| --- | --- | --- |
| 5:00 | Meeting call to order | Naketta |
| 5:05 | Approval of August Minutes | Naketta |
| 5:10 | Treasurer Report | Susan |
| 5:15 | Fundraiser idea (coupon Books) | Naketta |
| 5:20 | Update on International Day preparations/ Box tops | Nicole |
| 5:30 | Upcoming PTA events (Book Fair, Shop and Stroll) | Naketta |
| 5:40 | Head of School | Mark |
| 5:50 | Public Comments | Open |
| 6:00 | Meeting Adjourned | Naketta |

**Minutes from August meeting:**

**Board in attendance**: Naketta Wiley, Nicole Romero-Gabaldon, Judi Hines, Susan Murphy, Members: Renya Sorelle, Tara Armjo-Prewitt, Janet Vowels, Liza Volkmann, Tara Methena, Suzi Stark,

Naketta called meeting to order @ 330, 9-16-16

Agendas shared and minutes from last meeting were shared

Tara moved to approve mins, Susan 2nd

Moved shade project to when Monica arrives

Susan asked for introductions prior

Susan to review financial report:

Audit was completed with Liza. Meeting with accountant tentatively set up for 10/7.

Money lost from last year, Susan will bring records to review, likely from Permaculture disorganization from last year, and records were not kept well. Played with the idea of asking for permaculture donations but decided not and call it a loss. Can't be classified as child cares center, because of insurance cost, Permaculture is an afterschool club. Tax law question? Only applicable for parents, not providers, Janet suggested that we might want to promote tax deduction, ask Vivian about that idea. Who collects permaculture monthly fee? PTA board is managing and Marisa oversees payroll. Naketta talked about late fee issues and how to approach parents,

Susan's idea to publish a letter that explains loss and need for changes to be made. Renee mentioned that a letter may not be impactful, Tara pointed out that Permaculture may be lost if non-payment continues. Anna asked if maybe a percentage of those fees could be collected, invoices in quick books aren't necessarily organized by what they paid.  Monica and Shade Structure update: History of this project discussion began school year before last, initial expected cost was $24000. Last year, parents with grant writing experience offered to help with Lowe's grant, that grant required quotes from contractors, we did not receive the grant, but it got the ball rolling

Monica shared quotes looked at car ports and shade sails, individual contractor to install, etc

After reviewing requests and safety requirements, Exerplay was determined to be the best option

Possible share areas: Committee reviewed each area, decided on originally proposed areas, between MPR and back patio cost would be $12700. Permit process and ordering process takes a few months then PTA freeze was then instated. Has expired? Need to take up expiration date with Doug (Judi to send to Naketta)

Douglas Carp

505-917-7288

505-281-0151

doug@exerplay.com

[www.exerplay.com](http://www.exerplay.com/)

$1500 discount if we order the 2 shades at once

In Lowe's grant, we stated that we wanted to create an outdoor classroom area

Fixed nature of the structure

Shades are removable- if we need to remove the shades, they can be uprooted and moved and the concrete can be leveled off

Is there another copy of plans with engineering stamp on it? Naketta can reach out to Doug for that info

Is the Lowe's grant available again this year? October?

Binder from Janet?

Derma angle? Janet

Shade before playground

Who is involved in shade committee? Megan, Teresa, Janet, Monica

International Day:

November 12th PTA will now run need to create a committee. Will houses take over? Foundation can provide seed money for fundraisers. Tara emailed houses "What do you want to do?" Purple- Liza, Maria

Blue- Tara, Suzi (touch base with them to find out plans) Orange, Yellow, Red- Megan, Alexa, Nicole, Green

Plug for clean-up day tomorrow to rake and clean up

Box Tops:

Liza did box tops before, would like to hand off to Nicole. Where are boxes from last year? Often times, box tops are expired, money goes to school not to PTA. Nicole handed out what could be earned  Back in classroom, we will create boxes. Drawing details: every 10, entered into drawing, every 3-4 months, class as whole with most box tops gets a reward. Would provide every child with first ziploc bag, teachers do not have to do anything Prize needs to be cleared with school first

Cannot offer no uniform day, during the day foods are highly restricted by state and charter

Will continue brainstorming for prizes and boxes will be in classes in October 1

Public comments:

Clean up day- are a lot of people showing up? No

Mark purchased shed, chairs will be moved into shed, a few items will be moved out of the building, raking and moving sand by the fence needs to be moved out from fence because it's bowing Head of School: No Comment Naketta motioned to adjourn meeting, Renee and Tara 2nd Meeting adjourned @ 416 PM