

## Uintah PTA Meeting Minutes

**Attendance:** Megan Gibbons, Sara Harcourt, Melissa Jansen, Liz Harris, Mackenzie Harris, Jill Baldwin, Josh Stout, Jennifer Foth, Brian Cole, Shannon Coates, Alison Crockett, Tia Harrison, Ken O'Brien, Ellen Schwede, Stephanie Cheng

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- Intros and info
  - This being the first meeting for the year, we dealt with the annual PTA paperwork, including:
    - PTA Bylaws: these were passed around, read and voted on. The motion passed.
    - Ethics and Fiscal Management Agreements: board members and officers signed these forms
  - The board member list may be found on the Uintah website. This includes email and phone numbers, so if you do not want that information listed, please email Ellen at [enschwede@gmail.com](mailto:enschwede@gmail.com).
  - We also have a new meeting and storage space! Room 230, which is upstairs along the 3rd grade hallway. The PTA supplies have been relocated in the cabinets and the room key may be found in the office or the PTA file in the break room.
- Budget
  - The budget was presented and voted upon. The motion passed. A copy of the budget is included with these minutes.
    - Fundraising this year is direct donation. People can find the link on the website and donate any amount they wish. A donation of \$25 per student puts us at our \$12,000 goal for the year.
- Yearbooks/T-Shirts/Directories
  - Yearbooks
    - We've decided to not cover yearbooks for every student this year. In past years, we had to charge more per yearbook to cover the cost.
      - This year, we should be able to charge around \$10 per book.
      - We will maintain a fund for those families who cannot afford the yearbook.
      - All students in the school will receive a glossy signature sheet, whether or not a yearbook was ordered.
  - T-Shirts
    - If we meet our fundraising goal, every student will get a free Uintah t-shirt
    - There was a contest at Back to School Night to decide the design used for the shirt this year; the winner was the space unicorn!
      - The design was voted on and passed
    - Each grade will have a different color t-shirt
    - The orders will go in late September and we are planning to have the shirts ready for Fun Run, which will be held Friday, October 12th
      - Melissa will need help packaging and delivering the t-shirts, so if you're interested, please contact Melissa at [jansen.mh85@gmail.com](mailto:jansen.mh85@gmail.com).
- Directories
  - We are trying an online directory through a website called A to Z Connect, which is geared toward PTA's.
    - This will replace the paper directories.
    - The service is free with ads.
    - It is very secure—it requires permission to anyone joining and requires those signing up to create a secure login.
    - You can access the site [here](#). The link may also be found on the Uintah PTA web page.
    - There is also a mobile app.

- Principal's Update
  - Uintah received the honor of the most proficient, non-title I school!
  - We unfortunately lost quite a few of our beloved part time teachers, but luckily the positions have all been filled.
    - Art will actually have 2 teachers to cover the art needs of the school
    - Instead of Hands on Science, Jane Hoffman, the new science lab manager is planning on building science lab activities for grades K-6
  - There have also been para-professionals hired for each Kindergarten class
- Fall Carnival
  - It will be held September 27th at 5:00 to 7:30 PM, which is a half day Thursday, with no school on Friday
    - This will replace the Halloween Carnival this year
  - Hopefully most of the activities will take place outside, which will cut down on clean up
  - A few of the vendors have been booked, as well as a food truck
    - We will also offer pizza by the slice and other treats
  - We will put out flyers and maps soon
  - A sign up genius link will be created for volunteers
  - If anyone has or knows anyone who has a small button maker, and would be willing to let us borrow it, that would be very helpful! It will be used for one of the planned activities. Please contact Tia at [harrison.tia@gmail.com](mailto:harrison.tia@gmail.com) or Alison at [alisonc@gmail.com](mailto:alisonc@gmail.com).
- D.O.G.S. (Dads of Great Students)
  - There is interest in restarting the D.O.G.S. program.
    - This is a fun program for kids and any male role model wanting to participate
    - Liz Harris is interested in being the program leader
- Background Checks
  - The discussion of D.O.G.S. brought up the issue of background checks
    - The current Salt Lake School District guidelines can be found [here](#).
      - Basically, anyone who will have unsupervised time with children in the school needs a background check.
        - One issue brought up, is that volunteers may inadvertently be put in the position of being unsupervised with children.
      - This led to a discussion of whether background checks should be pushed for all volunteers.
        - One suggestion was to have the fingerprinting service come to the school
        - Also, it was suggested to have the background check information listed prominently on the Uintah website.
        - There was discussion to form a PTA fund that would offer payment to offset the cost of the background check
        - This discussion will be ongoing.
- School Spirit Dine-Out Events
  - We discussed the possibility of having more dine-out events that benefit the school.
    - Last year we held an event at Zupas. It was successful and helped generate income for the school.
    - One thought was to have an event every couple months at various restaurants around town.
    - If anyone has any interest in running this program, please let Ellen know.

Thank you to all those who support our PTA!

| Uintah Elementary PTA               |                 |                  |
|-------------------------------------|-----------------|------------------|
| 2017-2018 Budget                    |                 |                  |
| <b>Income</b>                       | <b>Proposed</b> |                  |
| Uintah's Portion of PTA Membership  | \$              | 150.00           |
| Yearbooks                           | \$              | 500.00           |
| Apparel Sales                       | \$              | 500.00           |
| Halloween                           | \$              | 3,000.00         |
| Zupas Community Night               | \$              | 300.00           |
| Amazon Smile                        | \$              | 200.00           |
| Fall Fundraiser                     | \$              | 12,000.00        |
| Art Night                           | \$              | 15,000.00        |
| Tax Credit - Sales Tax Refund       | \$              | 200.00           |
| <b>Total</b>                        | <b>\$</b>       | <b>31,850.00</b> |
| <b>Expenses</b>                     | <b>Proposed</b> |                  |
| <b>PTA Operating Exp.</b>           | <b>\$</b>       | <b>590.00</b>    |
| Insurance                           | \$              | 320.00           |
| Website Fees                        | \$              | 120.00           |
| End of the year thank you breakfast | \$              | 100.00           |
| Miscellaneous                       | \$              | 50.00            |
| <b>School Donations</b>             | <b>\$</b>       | <b>19,150.00</b> |
| Aquarium                            | \$              | 150.00           |
| Pizza with the Principal            | \$              | 2,000.00         |
| Classroom Donations                 | \$              | 2,000.00         |
| Arts/Science Program Donation       | \$              | 15,000.00        |
| <b>Teacher Appreciation</b>         | <b>\$</b>       | <b>2,300.00</b>  |
| Teacher Appreciation Week           | \$              | 1,200.00         |
| Meals                               | \$              | 600.00           |
| Para Appreciation                   | \$              | 300.00           |
| Gifts                               | \$              | 200.00           |
| <b>Events</b>                       | <b>\$</b>       | <b>5,800.00</b>  |
| Back to School Night                | \$              | 100.00           |
| Halloween                           | \$              | 3,000.00         |
| Field Day                           | \$              | 300.00           |
| Fun Run                             | \$              | 200.00           |
| 6th Grade Boondocks                 | \$              | 1,300.00         |
| 6th Grade Graduation                | \$              | 900.00           |
| <b>Health &amp; Safety</b>          | <b>\$</b>       | <b>180.00</b>    |
| Red Ribbon Week                     | \$              | 150.00           |
| Safety Patrol                       | \$              | 30.00            |
| <b>Miscellaneous</b>                | <b>\$</b>       | <b>3,800.00</b>  |
| Science Fest                        | \$              | 500.00           |
| Yearbook Signature Inserts          | \$              | 250.00           |

|  |                  |           |                  |  |
|--|------------------|-----------|------------------|--|
|  | T-shirts         | \$        | 2,600.00         |  |
|  | Music & Us       | \$        | 50.00            |  |
|  | Uintah Goes East | \$        | 300.00           |  |
|  | Reflections      | \$        | 100.00           |  |
|  | <b>Total</b>     | <b>\$</b> | <b>31,820.00</b> |  |