

Ensign PTA  
Monthly Board Meeting

**Meeting Minutes** for Friday, October 7, 2022  
11:30 AM - 1 PM

Attendees:

In-Person: Melissa Brownell, Harry Fishleigh, Betsy Garlish, Kyanne Gochnour, Therese Huhtala, Chris Jones, Elizabeth Lucas, Chrystal Mancuso-Smith, Lisa Mangiapani, Lauren McBrier, Peter Moes, Emily Neuman, Rachael Norman, Amy Picklesimer, Amanda Pulliam, Jim Smith; Zoom: Melissa Kendrick, Travis Low, Lyndsey Nelson, Elizabeth Payne (joined but had a bad connection), Devon Musson Rose

Excused: Ashley Anderson, Erik Jacobson (Jim Smith attended instead)

Conducted by: PTA President (Lauren McBrier)

Notes taken by: PTA Secretary (Therese Huhtala)

**Welcome and Introductions** (Lauren McBrier; 11:30 a.m.)

**Dates to Note:**

- Crack Shack restaurant fundraiser: October 10th (starting at 4pm)
- Fall break: October 13th-14th
- Fall fundraiser: Starts Monday after FB (10/17) and goes through Halloween.
- Vision screening: October 18th
- Library event/Night in the Library Pumpkin Patch: October 25th
  - Utah State's agricultural program is coming to do pumpkin activities.
  - Treats from Utah State Agee's diary program.
  - Doesn't require parent volunteers.
- Halloween activities: October 31st
  - Parade
  - Pumpkin smash
  - Pumpkin contest
  - Class parties
- At-home learning day: November 1st
- PTA meeting: November 3rd from 6:30-8:30pm
- Picture Day makeup: November 8th

**Officer Reports**

1. Treasurer's Report (Elizabeth Lucas)

- Elizabeth put the Treasurer's Report on the Google Drive rather than print copies for meetings; she also provides a breakdown for Chairs.
- Account updates:
  - General account:
    - Beginning balance: \$19,241.05
    - Deposits (total: \$6,100.80): Amazon Smile (\$46.87); Might Cause (\$22.98); Yearbook (\$20); Fall Bash (\$3,281.10); Petty Cash (\$200); Arts account reimbursement (\$2,529.85)
    - Checks/debits (total: \$2,889.78): Volunteer appreciation (\$74.97); President's Fund (\$425.00); T-shirts (\$837.50; mostly self-funded); new signs in front of school/Pres.

- Fund (\$125.70); Spelling Bee (\$175); Fall Bash (\$1530.00); Insurance (\$216.13); Boohoo/Yahoo (\$54.30); Petty Cash (\$200); Administrative (\$23.83)
  - Outstanding checks (total: \$31.05): administrative (\$68.95); Nothing Bundt Cake vender credit (\$100)
  - Current balance: \$22,483.12
  - Arts account:
    - Beginning balance: \$26,725.32
    - Deposits: \$3,000 (Whole Kids Foundation)
    - Checks/debits (total: \$2,529.85): pottery supplies (\$55.97), garden (\$433.88), music teacher (\$2,040.00)
    - Outstanding/upcoming: \$250 for garden field trip
    - Current balance: \$26,945.47 (including outstanding/upcoming expense)
- 2. Faculty Rep's Report (Amy Picklesimer)
  - Thank you for the SEP dinner; it was wonderful.
  - If there are pictures of the dinner we could feature them on the website/socials.
- 3. President's Report (Lauren McBrier)
  - Fall Bash:
    - The event was awesome with a good turnout.
    - PTA collected \$119 shy of goal/expected cost but spent more for bouncy houses (i.e., met goal of breaking even with a small buffer).
  - Book fair volunteers: good job to Betsy and Melissa B.
  - Room parents: thanks to Betsy and Devon with getting room parent volunteers.
  - Upcoming events calendar: Lauren posted it on socials and plans to do this for busy months.
  - Spirit ware:
    - Orders are now closed.
    - Lauren asked if someone wouldn't mind picking the order up in Murray.
    - Lauren mentioned we still need to find a new vender.
  - Nominating committee:
    - We need a committee for next year and a chair for that committee.
    - Emily volunteered.
    - PTA needs to fill President, Secretary, and Treasurer positions next year.
    - Positions are listed on the website.
  - Community service project discussion:
    - Bryant and West food pantries: Emily and Therese volunteered to help coordinate.
    - Toy drive discussed.
    - **Emily will bring a report on this project next month;** reach out to her if you want to be involved.
- 4. Principal's Report (Jim Smith)
  - SCC needs new members.
  - Lego League is filled, and more parent volunteers could open it up for more students/grades to participate (it's 3rd grade only now).
  - Elizabeth L mentioned there is an activity hole for 4th and 5th grades.
  - Girls on the Run is going well; the weather has been nice (3rd-grade and up)
  - Erik thanked PTA for two PTA-funded field trips.
  - Fall Bash was epic; thanked PTA.
  - SEP dinner thank you; it helped teachers through the long day.

**[Book Club Discussion \(Part 1\) occurred here;](#) see below for details.**

**Chair/VP Reports**1. Fundraising VP (Lisa Mangiapani)

- Fall Fundraiser:
  - There is a flyer to distribute.
  - Looking for a 100-lb pumpkin—growth for every \$1000 in donations for Erik to drop.
  - Elizabeth L asked for the best way to donate, and Lisa says online will be best; donations are through Stripe.
  - Oct 17th is the official start date.
  - Lisa will send things for Emily to post on the website.
  - Lauren asked how things will look for the starting and ending events; Peter offered to help.
  - Discussed the idea of using the bulletin board to fill up with pumpkins of donations; Lisa will double check about using names (ie for privacy).
  - Flyers will be posted on socials to promote the fundraiser events.
- November:
  - Printer drive discussed; there are companies that will come and split the proceeds with you and will recycle all the waste.
  - Elizabeth L asked if we have a goal; we are going to try it and see how it goes.

2. Volunteers VP (Betsy Garlish)

- Vision screening volunteers have been secured.
- Betsy told PTA members/chairs that if you need volunteers, create a description for her.
- There is still a need for a couple of room parents.
- Betsy is still trying to fill some committees.
- Elizabeth L mentioned PTA volunteers (without a kid in the class) being room parents; Betsy thinks there is at least one in each class.
- Signups have been great; clear and easy.

3. Room Parent VP (Devon Musson Rose)

- Room parent update:
  - Each class has at least one parent; some are able to be more responsive than others.
  - If you're in one of the classes where communication is lacking, speak up.
  - At least make sure Google Group email list is available to parents; Lauren mentioned that having multiple ways of communication is better.
  - Ms S, Ms Cantu, Ms Kerr, Ms Hamilton, Ms Dastrup each have one room parent.
- Adopt-a-Staff Program: **\*updated list needed**
  - Devon hasn't received an updated list; has some from prior year, but there are new staff members.
  - Lauren mentioned that Mr Smith could maybe help out with that.

4. Supporting Teachers VP (Melissa Brownell)

- Has a Thank You note for all of us to sign for Laila for her amazing SEP dinner.
- Monthly Teacher Appreciation Gift schedule:
  - November: Kyanne is doing the next teacher appreciation gift between Christmas and Thanksgiving.
  - December: Chrystal
  - February: Jenny D
  - March: Lyndsey N
  - April: Melissa B
  - May: it will be all parents/kids for Teacher Appreciation week.
  - January is a staff lunch.

5. Academic Enrichment VP (Ashley Anderson; presented by Lauren M.)
  - Arts spending is all on track.
  - Elizabeth L mentioned we paid for K-4 music; pottery supplies; spelling bee; outdoor classroom; and we received the Whole Kids grant, which also covered the upcoming community gardens trip.
  - Ashley's report to be continued after Mr. B came in to talk about the book club (see [Book Club Discussion Part 2](#) below).
  - Art classes:
    - Ms Brooks has been buying ceramic materials and doing on print-making projects.
    - She will be collaborating on a project with Ms Toney and Mr B before fall break.
  - Room parents can ask for help for Ms Brook's art projects; she's open to having parent volunteers to help with art **\*Lauren to follow up and will work with Devon.**
  - There is up to \$500 for Odyssey of the Mind.
  - STEAM fair: we will need a lead and judges.
  - Harry discussed grants he's working on:
    - He has submitted one to get all the supplies for the 3D printer that Mr B has; Mr B has a schedule.
    - There are more music and art grants available.
    - Harry mentioned a classroom pet grant and asked if teachers would be interested. **\*Amy will take this question to the teachers.**
    - PTA can work with teachers and help implement teacher ideas by getting grants; **\*Amy will have teachers email Harry to help set this up** (STEM, music, art, etc.).
    - Mr Smith asked about outdoor grants:
      - Harry said there is a sunshade one, but it needs to be pursued with/by the district.
      - NFL play 60
      - Agriculture grants
      - Ashley is meeting with the science coach to go over ideas.
6. Building Community VP (Elizabeth Payne; presented by Lauren M.)
  - Fall Bash:
    - Spent \$2505 (target expenditure was \$2500).
    - There were \$3381.10 income/sells (including the three activities).
    - The net amount was \$876.10 after Square took a percentage.
    - There was a lot of cash; amount was close to the Square sales.
    - The event met the reserve on the taco truck so we didn't have to pay extra.
    - Nothing Bundt Cake vendor gave us \$100 back (as a portion of their proceeds).
    - Emily asked about Snack Shack "purchases"; Betsy stated that people brought stuff and all of it was gone at the end of the event.
    - Elizabeth L asked about the food vendor lines; the lines were long for the tattoo/face painting but pretty reasonable for the food.
    - Bounce houses:
      - Elizabeth P is looking for bounce house companies, which is the free element.
      - Betsy asked if we paid for an attendant for each one; Elizabeth P had previously expressed her awareness that we didn't get what we paid for.
      - Peter had a good experience with another company **and will talk to Elizabeth P** about it.
      - Another issue is that they were late.
    - Emily asked about volunteer signups, and Betsy said they were easy to get.
    - Members further discussed the bounce houses.

**Book Club Discussion:****(Part 1)**

- Melissa Kendrick asked about a sign she saw for a book club (for all grades).
- We need to make the teachers aware; Amy will talk with Mr. B.
- We can ask for volunteers in case participation increases.
- Kids doing Battle of the Books must do the book club.

**(Part 2)**

- Mr B came in to provide details about book club during Ashley's report.
- Book club time is 2:30-3.
- Grades 4-6 can do Battle of the Books.
- Younger grades are welcome at book club as well.
- There is a calendar; Mr. B will send it home again in November
- Mr B has the Battle of the Books books and needs to advertise for the competition; he passed around permission slips.
- Melissa K asked if someone can get the younger kids from the classroom; Amy mentioned that they can do an announcement. (Someone needs to tell Erik and/or teachers beforehand to make that happen.)
- Candy discussed in detail:
  - PTA will need to buy candy for Mr B and will need to vote on it.
  - Emily explained that we need an estimate.
  - Mr B has money in library/counselor events \*Melissa B will talk to him about this.
- Amy will communicate to upper grade teachers about Battle of the Books and Book Club.

**Additional Discussion**

- Chris mentioned having an Ensign booth at the Avenues Street Fair and that he would help with that next year.
- Emily asked about the Halloween parade logistics, which were then discussed:
  - Parade starts at 8:30.
  - Amy talked about having the parents outside with the kids walking through the halls and outside.
  - Lisa mentioned having the pumpkin drop at the end of the parade.
  - Emily said she would help organize Halloween and needs someone to coordinate the pumpkin contest. Harry might be able to volunteer to do that.
  - We need to solidify the times (i.e., when the drop will be, etc.).
  - Discussed asking if teachers want the drop after parade or after school, and decided to have Erik choose and then tell the teachers. \*Lisa will ask Erik so we can advertise correctly and plan parties.
  - Lisa will also ask Lynn where it will happen.
  - Discussed the need for promotional materials.

**Elizabeth Lucas motioned to adjourn the meeting; Lisa M. seconded.**

**APPROVED by majority vote.**

Meeting adjourned at 12:53 p.m.