



David Fairchild Elementary, 5757 SW 45 Street, Miami, FL 33155, [www.davidfairchild.net](http://www.davidfairchild.net)

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## PTA BOARD MEETING

September 18, 2018 – Media Center – 6:30 pm

**PTA Executive Committee Members Present:** Ritu Mauskar, Kimberley Craven, Jennifer Diaz-Alzuri

**PTA Board Members Present:** Principal Lucy Amengual, Ms. Lissette Chavarry, Diana Rios, Ms. Nadia Wheeler, Isis Espino, Jill Travieso Silva, Laura Herring, Marissa Jacobs, Christina Figarola, Monica Marulanda Brito (via phone)

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*Meeting Opened at 6:40 pm*

### 1. Welcome & Approval of Last Meeting's Minutes

- a. The Minutes from the August 30 PTA Board meeting were motioned to be approved by Jennifer Diaz-Alazuri and seconded by Diana Rios.

### 2. Principal's Report: Ms. Amengual

- a. Teachers can sign up for a ClassWallet account, which is money from the state of FL for teachers to use for classroom supplies. Teachers get a window of time for signing up, and then the total amount of money in the state is divided amongst all the teachers who signed up (this year each teacher will get \$358.50). All of the teachers at DFE signed up for Class Wallet, except for one teacher (Gonzalez) who started after the sign-up window and a PreK teacher (Morejon) because PreK is not eligible. Ms. Amengual asked if PTA will give these two teachers \$358.50 each and the Board unanimously agreed. Ms. Amengual will give the paperwork to Jennifer Diaz-Alzuri.
- b. Ms. Amengual asked for volunteers to help with hearing screening this Thursday and Friday, September 20 and 21, as well as volunteers to help with picture day (October 12). Ritu Mauskar will send out an email re: these volunteers.

### 3. Teacher's Report: Ms. Wheeler

- a. Nothing to add for this meeting

### 4. President's Report: Ritu Mauskar

- a. Fun Run recap: Suzet Cleary was not present to give recap, so Ritu did. We have about \$18,000 in profit so far (although some checks and credit card payments are yet to be deposited). When looking at the Profit & Loss report, we have collected and deposited \$32,987.70 so far, but we have yet to pay Boosterthon. Brittany Precht will take on Fun Run next year. So far, the plan next year is to keep the event indoors because of heat and inclement weather in August (we will likely



have the same event date next year), but perhaps change the name to more accurately reflect the nature of the event (as the kids will not run laps outside, rather will do rounds of exercises indoors). Also the plan is to communicate better with parents and kids about the event so as to manage expectations. Several people expressed concerns about giving 50% of the donations to Boosterthon, but then were reminded about how much Boosterthon does in terms of coordinating the event and managing donations. Others also remarked on how the Boosterthon Fun Run is so much easier than the catalog sales done in years past, and our profit came out double with Boosterthon. Brainstorming a different format for an inside event (perhaps obstacle course?), renaming event and a renegotiation of split of profits can be raised in the wrap up meeting with Boosterthon.

- b. Spaghetti Night recap: Approx. \$3700 profit. Rendazzo's donated pasta and sauce and will again next year; salad and rolls were donated by Winn Dixie; Christina Figarola got drinks donated. We sold about 500 tickets and had about \$650 in cost (including a thank you gift to Rendazzo's), which gave ~\$3700 in profit. The 5<sup>th</sup> Grade Bake Sale raised ~\$700 and the patrols did a great job. Last year we had ~\$1900 in profit (PTA paid for food).
- c. PTA Events and Efforts:
  - i. Halloween Family Fun Night on October 25: First meeting for Halloween FFN September 25 @ 8:45 am (there will be a morning meeting and an evening meeting to make sure the most number of people can attend). So far the DJ from last year has been booked again. Ms. Amengual sends out requests for high school students to help out at the event, but anyone's high school students can help. Need help decorating the day before or on the day of, both with games and in the Haunted House. HS students bring their volunteer hours form letter to Ms. Amengual at the end of the event. Theme of the event is Nightmare Before Christmas. Flyers for the candy donations have been updated and need to be sent out well ahead of time – the first batch we try to do in color, but not all batches due to cost of color printing.
  - ii. Weekly Pizza Sales: Pizza sales are going well. \$125 profit for Brito and \$157.80 for Chantres. So far we have only ordered 30 boxes of pizza, but sold out for Chantres (Diana Rios did a lot of marketing to her class for this event). Next time, order 40 pizzas. Set up outside near A8, but not right next to the door (in the area right in front of the wide pathway that goes to the street). Nancy Kuckert will take the lead for the Pizza Sales, Gus Maglio will order the pizzas. Each sale will still have a PTA lead as well. In case more pizza needs to be sold, try going door to door in the Kinder classes as



well as taking boxes into the cafeteria for the YMCA kids. Get as many volunteers as possible per sale.

- iii. Movie Night: date not set yet, but will likely be a Friday in November
  - iv. Box Tops: Collection date moved to October 1-12 instead of October 15-30
  - v. Jeans Days: Last Friday of the month, Ms. Amengual will do a ConnectEd message as well as a sandwich board by the front gate (for parents to see)
  - vi. Technology Project (Our PTA project of the year, which includes printer ink and new computers). As spring fundraisers don't raise as much money as fall fundraisers, and we are looking to fund our Project, perhaps just a straight ask might work. Two options:
    1. Give Miami Day on November 15, 2018: A 24 hour period, only nonprofits can participate and make a request for donations, no event planning required. 100% of donations will go to the PTA. Even if we only make \$2500-\$3000, it would be close to what a spring fundraiser usually makes. There is no downside, so should we register? The Board unanimously agreed we should. We must register by October 15 and then market it a lot. We can have a goal "thermometer" outside of the school gate and if we reach our goal, we will celebrate with something like a schoolwide sno-cone day. There was discussion of some sort of incentives for the kids (like Boosterthon does), but Give Miami Day does not necessarily track donations. Additionally, some families may have already given for other events or may not be able to give, and kids should not feel negatively about this.
    2. Capital Campaign to companies: We can also have a letter writing campaign to directly ask companies to donate.
    3. Vendors for computers or ink: Vandana Pathak has drafted a "Got Connections" flyer to distribute to parents to try to find vendor connections for the PTA.
- d. Administrative
- i. Deposits: When making deposits, please make copies of all checks and attach to the deposit form. Please also remove all staples out of the checks and the cash, as the bank cannot process items with staples in them. This will help Shannon Shapiro, who is doing us a favor by handling the deposits.
  - ii. PTA Shed clean out: tomorrow September 19 at noon with Ritu Mauskar and Christina Figarola, any volunteers welcome
- e. Picture day: October 12: Ms. Amengual needs volunteers this day



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**5. Treasurer's Report:** Jennifer Diaz-Alzuri

- a. Profit & Loss Report: details in attached Profit & Loss files: PTA Account has \$57,884.02 available (\$59,181.50 shown on bank statement less \$1297.48 in outstanding checks; PTA Account balance is high because we haven't paid back Boosterthon for the Fun Run), ACT Account has \$28,006.27.
- b. Proposed budget for 2018-2019 (which is based off of last year's expenses as well as projections for this year's expenses): budget will be presented as well as the audit at the General Membership PTA meeting on Thursday, September 20 for approval.

**6. Other Business**

- a. Membership will be at Thursday's General PTA meeting to sign people up
- b. T-shirts have been selling
- c. Laura Herring was able to get rocks donated for the Kindness Rock Project
- d. People are posting on our Facebook page: Don't forget to use it to market events (such as Pizza Sales and Jeans Days).
- e. Twiglet Bank starts next Wednesday (September 26) and all of the kids will tour the Bank at school.

**IMPORTANT DATES:**

**October 18 @ 6:30 pm**

September 20 @ 8:45 am

September 25 @ 8:45 am

September 26

October 1 – 12

October 3

October 17

October 24

**NEXT PTA BOARD MEETING**

General PTA / Volunteer / Homeroom Parent Meeting

Halloween Committee Meeting

Casanova-Perez Pizza Sale

Box Tops collection

Sabatier Pizza Sale

Benedi Pizza Sale

Suazo-Juan Pizza Sale

*Meeting Adjourned at 7:29 pm*