

PTC Meeting Minutes

November 2022

11/10/22 12:00 PM

- **Review of PTC meetings dates and times.**
 - Confirmed all internet has been restored at the school.
 - Mr. Furlow is going to see if we can have access to LGI for evening sessions.
 - December 12th PTC in the evening – will be changing to daytime meeting from 12-1 and then set up holiday shoppe from 1-? / Clearances required unless coming to set up after 3:15 PM.
- **Holiday Shoppe**
 - Set up dates: 12/12/22
 - Shopping dates: 12/13/22-12/16/22
 - Sign up genius to be sent out on 12/1/22 – must send to Debbie beforehand.
 - Classroom schedule provided from Mr. Furlow
 - Categorize volunteers by AM and PM classes
 - Shopping helpers 3 per classroom/teacher
 - 3-4 check out volunteers
 - Clean up to be completed by 2:30 ideally – Paparazzi rep will be required to complete clearances if being here during students.
 - Applitrack is remaining open currently. Unsure of closure date.
- **Pie Fundraiser**
 - Delivery 11/12/22 12-2:30 PM.
 - Set up from 10:30-12 PM
 - Delivery of pies is at 10:30, order forms except for one family – form will be sent from Aundrea to Sarabeth and Darlene.
 - Storage instructions for each pie recipient – will resend the pdf as a reminder if needed.
 - Aundrea provided all checks written to the Pie Shoppe and will write a check for the difference.
 - Will make sure on future fundraisers that checks should be written to the Brooks PTC and not to the vendor.
 - Spreadsheet for pie distribution will be set up on google drive.
 - Total invoice \$6,479.60, check payment made to the Pie Shoppe for \$4,114.60 and total profit \$2,023 (approximately) - 776 units sold.
- **Kindness Tees**
 - All kids are accounted for – the remaining missing ones will be available for pick up on Monday 14th, Sarabeth will pick them up and drop them off to the office. \$301.00 check for team sportswear will be made out and given to Sarabeth.
- **Parties**
 - Snack free remaining for parties.

- 3 volunteers maximum per class for parties
- Kids are welcome to have treat bags sent in, but it must remain nonedible items.
- A discussion needs to be had between PTC and home room parents regarding teachers being involved in parent selection for parties.
- Lead homeroom parents will take a role within PTC and helping communicate parents with teachers.
- Will send example email to Mr. Furlow that can be used for HR parents who may be struggling.
- **School photos**
 - Delivered next week, around Wednesday. Make ups are Tuesday, November 22nd.
- **Volunteers**
 - Request 3 members at large
 - Explain requests for Lead homeroom and homeroom parents being involved with PTC meetings and volunteering.
 - Discuss extra support for treasurer
- **Fundraiser Ideas**
 - **Fall Festival Success – Yes.** Kids had a lot of fun, organize it a little bit better, decorations will be brought back in.
 - **Raise Right Gift Card Fundraiser**
 - All year but pushed the week of thanksgiving, ideally sent out the Monday prior.
 - Amazon Smile is pending. There is an issue with the “name” of the PTC we are still trying to get addressed.
 - Food fundraisers: TENTATIVE DATES - Panera in January 19th, Primanti’s February 23rd, Chipotle in April 20th, TDB March 23rd, TDB May 18th ,
 - Alternate ideas Moe’s, Pizza kits
 - **Fourth Grade Send off**
 - Darlene and Sarabeth cochair
 - Handling planning, scheduling, purchasing, etc.
 - Plan to send out notice to parents
 - Art Show/Steam night?
 - Each grade to coordinate a gift basket for raffle?
 - Dance-A-Thon requested to be back at the end of the year
 - Date to be confirmed but aiming for May 19th.
 - Requested events for January – March – suggestions from the floor?
- **New business**
 - PTC is going to buy clear bins and organize the LGI room items
 - Organization clean up to be arranged by Darlene/Aundrea/Sarabeth
 - New playground supplies, indoor equipment
 - Bouncy balls
 - Wiffle balls with holes
 - Chalk
 - Kick balls – approx. 25
 - New air pump

- Mr. Furlow will get some ideas for indoor
- **PBIS**
 - Requesting grouping up with PTC for future events
 - Mrs. Meyers & Mrs. Currie stopped in to meeting to provide request for teaming up.
 - Will plan a call/meeting with PTC and PBIS team.
 - Their meetings are usually the 2nd Thursday of each month
- **Field trips**
 - Field trips still leaning towards end of year
 - Nurses on each field trip are preferred practice for district
 - PSSA's are in April – dates not provided during meeting