**PTC Agenda**

**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 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 nut free.**
    - **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 sent example email to Mr. Furlow that can be used for HR parents who many 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**