

# FWC PTF Board Meeting Minutes

**November 14th, 2024**

Meeting called to order by Charlotte Trice at 9:21 am

Prayer by Esther White

## **In Attendance**

Charlotte Trice [President], Traci Rosencrans [Vice President], Wendy Reedy [Parliamentarian], Cassie Wagenknecht [Secretary, School Supplies], Heather Bedichek [Treasurer], Christie Long [LS Rep], Christina Bartha [MS Rep], Esther White [MS Rep], Angela Miller [US Rep], Kristin Tilley [US Rep], Victoria Smargiasso [Hospitality], Katelyn Malone [General]

Visiting: Jaclyn Herrera, Ashley Gingras

Via Phone: Krystal Pugh [Media/Marketing]

## **Treasurer Report (Heather Bedichek)**

Spending Reports:

- US: Has updates to make
- MS: Special Occasion Student Treats (-\$141.54)
- LS: Teacher Luncheons (-\$757.46) Holiday Decor (-\$81.15) Family Picnic (-\$150)
- Hospitality: Has updates to make

Important update REMINDER: Check receipts are now required to be turned in before/on the Monday before the next meeting. If they are not turned in on time, they cannot be reimbursed.

Please remember to turn in all receipts before the next upcoming meeting!

## **Approval of Minutes (Charlotte Trice/Cassie Wagenknecht)**

October meeting minutes presented for approval. Motion made for approval, and passed (Approved by Wendy Reedy, seconded by Angela Miller; October meeting minutes approved.

## **Old Business (Charlotte Trice)**

Fall Teacher Luncheons:

(LS-Christie Long) Soup & Salad from McCalisters, charcuterie dessert board.

Decor with balloons, flowers, candles etc.

(MS-Esther White) Soup and Salad from outside vendor + deserts. Come and Go style.

(US-Angela Miller) Soups provided by parents via Sign Up Genius – all spots filled the day the sign ups went out. Had gluten free options, and people brought appropriate sides for soups. \*Note: next time they will request crock pots be completely filled.

Update from meeting with Dr Rogers (Charlotte Trice):

Dr Rogers requests no more outside vendors, please use SAGE for luncheons to help with budget. PTF funds come from the school, so cutting cost will help the school as we are partnered with SAGE. We are able to request specific meals for our needs. Questions asked if we have to use SAGE for every meal, or if there are special occasion exceptions. Charlotte will clarify next time she meets with Dr Rogers.

## **New Business (Charlotte Trice)**

Wrapped with Love: Purchased wrapping paper and bows. Sent sign up email 11/13 to go out with teacher newsletters. Will send signups for volunteers this year.

Paused for:

## **Head of School (Dr Rogers)**

Fine Arts: Little Mermaid will be the Spring Musical. Auditions start the week after Thanksgiving. More information to follow!

Athletics: Football game in Austin, Hyde Park. Boys feeling confident! Next Friday in Birdville.

Grandparents Day:

- Thanks PTF for helping
- Excited to introduce Prayer Partners for Grandparents.

Moms In Prayer: Had meeting with Esther White to get info about Moms In Prayer. Plans to push for more parents to sign up, and staff will be joining!

Projects:

- Signage & Blueprints ready to show at Grandparents Day.
- LED lights for the Football Stadium will happen over summer.
- Following summer the Track will be updated!
- Pausing LED light updates in Baseball stadium for safety reasons. Should be completed before Baseball season starts back up.

Seniors: Dr Rogers received email regarding the senior prank for the year. They have decided they would like to change to a SENIOR BLESSING. The parents would like to gift renovating Upper School boys and girls restrooms. What a blessing!

Gala: Gala theme to be revealed at tomorrow's pep rally (11/15), with a special sneak peek!

## **Advancement (Kinch Cato)**

Annual Giving Campaign:

School is at 73% participation! (He gave other percentages as well, but I'm sorry, my dyslexic brain could not keep up with the numbers) – He says this is so far, the best year yet! Everyone will be hyping the last week of student challenges.

Gala: Kinch encourages everyone to attend (spread the word) pep rally for the sneak peak. Very much wants to partner with PTF for the Gala this year. The excitement is building! The mystery! Ooooh, tell us! Give us a hint! NO!

## **New Business Continued...(Charlotte Trice)**

PTF Board Christmas Party Host: December 12<sup>th</sup>, who wants to host? Ooooh, Christie Long is getting her tree decorated and wants to show it off?! Alright, she's hosting! Breakfast will be provided. Start time updated from 9am to 9:30 am. Update your calendar. \*Board members only\*

Teacher Appreciate Week: CT asks if we should move the date back to the original week because of Gala? Vote to move TAW from the end of March to April 28 - May 2<sup>nd</sup> passed. (will confirm with 4<sup>th</sup> & 5<sup>th</sup> grade)

Gala (Jaclyn Herrera):

After pep rally reveal, going to PAC. Will be announcing the kick off party date in January. The "Deep Hope" for the gala is to make parents feel known, loved, valued. Hoping to use Gala as a vehicle to create community and socialize.

**Hospitality (Victoria Smargiasso)**

Grandparents Day:

PTF job is to Decorate, Socialize, Direct and Clean Up.

Will update times for setup via Group Me.

Will need a couple volunteers to help with floral arrangements, more for set up and clean up.

Still deciding where floral arrangements are coming from.

Will also ask for volunteers on Remind for the parents wanting to help.

Dr Rogers has requested that PTF volunteers wear their PTF shirts

\*notes – Lower School Rep will set up tree after grandparents day event

**Social Media (Krystal Pugh Via Phone)**

Facebook Page: New page is up and running! Thank you to all who have shared in class pages. Please do so if you haven't yet. Hoping to grow the following more so than IG.

Graphics: Moms in Prayer covered by Leanne Garcia.

Grandparents day graphic requested

Read-in graphics requested

**Lower School (Christie Long)**

Has purchased ornaments, still needing baggies to put ornaments and instructions in. Ornaments due to be turned in beginning Monday following Thanksgiving Break.

**Middle School (Esther White)**

This month's teacher luncheons will be next Thursday (11/21). Orders for each teacher from Salad 2 Go. December luncheon will be potluck style with Signup Genius.

**Upper School (Kristin Tilley & Angela Miller)**

Planning a special brunch for the next luncheon. Kristin is making quiche? mmm

**Upcoming Events (Charlotte Trice)**

Grandparents Day Set Up – Nov 21<sup>st</sup>

PTF Dec Meeting - \*Board Only\* – Dec 12<sup>th</sup>

Grandparents Day – Nov 22<sup>nd</sup>

Wrapped with Love – Dec 13<sup>th</sup>

**Called meeting to close** at 10:14 am (Charlotte Trice)