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**PTAC Board Meeting Agenda**

**February 2024**

Welcome

Principal Update

ITEMS TO BE DISCUSSED

* 11:45am - deadline for Encore/Teacher of the Year Nomination
	+ Sarah to add to FB today
	+ Emily to send shout point
* Great Schools review
	+ Site that our families go to - [www.greatschools.com](http://www.greatschools.com) to share reviews
	+ This is where realtors and new families go to
	+ Its important to have lots of good reviews
* Update on Silent Auction from staff
	+ PTAC does not pay for auction item
	+ Examples: Games and snacks, CO Rockies game
	+ Staff is in - did not have expectation for PTAC paying for it
* Kazu Kibuishi visit 03/05/2024
	+ Author - event coming up, super excited about - 3/5/24 - big deal, working with the publisher
	+ For 3rd-5th
	+ Author is also speaking at Boulder Library same night - need reservations.
	+ District Communications coming to cover it
	+ Left Hand Courier to publish an article - maybe with student reporter
	+ Heather (Comm director) can reach out to Longmont Times Call - “pitch it”
	+ Probably a press kit from the publisher
	+ District tech dept will come to help
* Book Fair - $16K - largest grossing ever
	+ Sales tax - a little more than we expected
* 24-25 Para Estimate/Request
	+ Signing to begin process with district - requesting estimates from the district - form to approve to get estimate
	+ Staffing plan after approval
	+ In April for PTAC - Molly & Maggies work together to figure out budget - and in May PTAC votes on budget
		- Final number not solidified until August - depending on paras taking benefits, etc.

President

ITEMS TO BE DISCUSSED

* Events
	+ Talent Show debrief
		- Ended up breaking even
			* Cost of auditorium was expensive
			* Doubled flowers to sell - but only sold half
			* Kashia (Maren’s Mom) will head the talent show next year
			* Cody will take production role
	+ Book Fair debrief
		- See above -
		- 120 copies of book 1 & 9 of Amulet were sold
	+ Cougar Carnival Update
		- Will need extra custodial
		- Renee is working on it
		- Ms. Gracie thinking about getting students involved in planning games. Maybe get Ms. Mocilic involved
* Time to think about planning for next year
	+ Molly to start chatting with everyone about roles - start thinking about succession planning
* Social gathering for volunteers and Board - pushed due to overload

 Treasurer

ITEMS TO BE DISCUSSED

* Talent show - breaking even or close to

VP Fundraising

ITEMS TO BE DISCUSSED

* Dining for Dollars - finalized dates for spring
	+ Weds 3/6 - Urban Field Pizza
	+ Weds 4/17 - Chipotle
	+ Thurs 5/16 - Oskar Blues
* Sweet Cow Truck donates 40% - can we get them for carnival?
	+ Molly to contact and make it happen
* End of School - Mwebaza fundraiser with Kona
* Silent Auction
	+ Launch online auction last week of March/1st week of April
		- Don’t make it too long - maybe 3 days of previews, short time for bidding
		- Make posters of all the experiences - and hang up in the cafeteria
			* Can be easy, homemade - type posters, maybe Gracie can help
		- Announce them in mornings
		- Consider technologies for some families - maybe set up a universal computer
	+ 1 month to redeem items from 4/15 - 5/15
		- Timing good with CMAS testing (4/8-19, week of 22nd makeups)
	+ 32auctions.com for online platform - trying to get past login info
		- Unknown old info
		- \*\*\*\*\*Use galabid.com\*\*\*\*
	+ Revenue goal
	+ Sarah - considerations for advertising - careful not to spend money
		- Teachers give a presentation - provided by PTAC - to talk it up to kids
		- Lets have teachers do the presentation in the classrooms.
		- Committee to flush out dates
* Google form for participating teachers/staff to fill out
	+ Okay for teachers/staff to fund their experiences
	+ Nancy to start prepping
	+ Send out form sometime next week - and teachers will have until 3/11 so the deck is prepped before spring break. Deck ready 4/1
	+ Launch Monday 4/1
	+ Remind 9th & 10th
	+ Open for bidding 4/10-12
* Burlington Elementary - struggling for funding
	+ There is a history within the district “adopting” a school
	+ Does it have to be financial - could it be a book drive or something?
	+ We don’t need an answer now - but something to consider.

Secretary

ITEMS TO BE DISCUSSED

* No updates

Communications

ITEMS TO BE DISCUSSED

* Working silent auction tasks with Carly
* Working with Left Hand Courier. I can send the images/flyers I create, but other ways to communicate with them? Copies of the newsletter?
* Created an Instagram account for the PTA! <https://www.instagram.com/niwotptac/>
	+ Do we want to keep the page public or private?
		- Will impact if we can crosspost across Facebook or not. Confidentiality/privacy concerns for families/kids?
		- For now will post in both - keep both separate and private
		- Insta - highly visual - photos would be great, but there are some families that dont allow photos of kids
	+ Highly visual platform - would be great if we could post photos here.
		- May be time consuming to check who allows this
		- Work with Gracie?

Volunteer Coordinator

ITEMS TO BE DISCUSSED

**Next Meetings**

March - May meetings in process - have you filled out the Doodles?