

PTA General Meeting
Wednesday, November 8th 2017
Laneview Elementary 7:00pm

1. Welcome and Introductions

2. Harvest Festival Review:
 - a. Kinder: \$304; 1st Grade: \$340; 2nd Grade: \$146; 3rd Grade: \$221; 4th Grade: \$513; 5th Grade: \$510; SDC: \$539
 - b. PTA: \$721 Entry; \$448 for Coffee / Cotton Candy / Glow Sticks
 - c. Special Thank You to Haunted House Crew for Setup / Line Control / “Scaring” / Cleanup!
 - d. Ideas for next year: Smaller coffee (Traveller vs. Large Green Thing) or sub with hot chocolate. String lights prior to the event (if Ms Mar approves)

3. Next PTA Family Night = 11/16 @ Chipotle (Great Mall Location).
 - a. We will also do Teacher Conference lunch this day and purchase from Chipotle. Head count = 60. Paul to review catering menu and send out recommendation for food order. Paul to pickup at 11am; Yvonne to help set up the food.
 - b. Flyer has been printed out and put in teacher mailboxes.
 - c. Need NTI to go out early next week (Ms Mar) - Lisa to send email to Ms Mar.

4. Santa Night, Thursday, 11/30.
 - a. We need a coordinator! (Mrs Hofmann!)
 - b. Tasks to be done before the event:
 - i. Hang lights in both courtyards (Wk of Nov 13). Paul. Night of 11/12.
 - ii. Remove trees from boxes and make sure lights work (Wk of Nov 13). Dena, Lisa, Yvonne, Gretel. Night of 11/12.
 - iii. Put out trees that are currently in Rm 3 (Nov 27). Need people to help!
 - iv. Purchase tickets for the event (Get weird color - 2 roles. Mrs. Hofmann)
 - v. Looking for donations of lights and trees!

- c. No book faire this year!
 - i. We need to identify activities to keep students busy and to minimize the line.
 1. Letters to Santa - Paul purchased mailbox. We will put it next to Santa on Santa Night. Dena and Dean to decorate; Angela to print “letter form”
 2. Ornament decoration - Audrey to coordinate
 3. Selfie photo booth - Holly to provide boxes (Bring to school on 11/12 or coordinate with Paul to pickup). Will need to be decorated.
 4. Temporary tattoos - Angela to purchase, as well as sponges.
 5. Cards for troops ([Operation Christmas Cards for Troops Overseas](#)). Will ask classes/families for card donations. Hao to pick up cards after the event.
- d. Santa photos:
 - i. Robert Jacobson to take the pictures.
 - ii. Need help with the setup of the stage (Can be started after school on Nov 29). Need comfy chair for Santa/Mrs Claus to sit on.
 - iii. Pricing to be finalized – Wk of Nov 13. May want to put a note about this on the flyer. Last year: \$3 per pose, 2 poses max (includes 4x6 photo and email)
- e. Donation Tree (for teachers and classroom donations). To go in the Office this year? Needs to be in a different location at the event this year so more people see it.
- f. PTA to have table to sell popcorn/glow sticks/hot chocolate with peppermint sticks.
- g. Need volunteers to: Work at PTA Table / Lead Activities / Santa line control / Sell tickets. Mrs Oh to try to get the high school volunteers to help run the events.
- h. To keep the ticket line down at the event:
 - i. PTA to sell tickets in front of the office on 11/30 at dropoff and pickup. Add this to the flyer?
 - ii. Have tickets available in quantities of 10 for fast purchase.
 - iii. Accept Credit Cards

5. Tentative dates for Family Nights for 2018:

- a. Jan 26 (Fri): Movie Night. Need to renew Movie License. **Cars 3 was proposed**
- b. Feb
- c. March (beginning): McDonalds McTeacher Night #2
- d. April/May ?: Food Trucks and Open House (Need a food truck coordinator)
- e. April 27, May 11 or May 18 (Fri): Movie Night
- f. New Pho Saigon is ready to host a Family Night whenever. December is OK or next year. Coordinate with Stefanie. **Ms Mar approved Dec 13. Stefanie confirmed. Lisa to make flyer/fundraiser form.**

6. Financial Update

- a. **\$1238.32 income; \$2342.01 expenses.**
- b. **Tracey motion to ratify; Paul 2nd; All in favor.**
- c. **Hot chocolate for safety patrol to fall under School Safety Equipment/Safety Patrol. Angela to set up a day (Coordinate with Ms Mar).**

7. New Business

8. Principal Update



No PTA Meeting in December, enjoy the holidays!

