



**MASON
ELEMENTARY**

**RESPECTFUL
RESPONSIBLE
READY**

Date: 4/17/2024

In-Person Meeting w/Zoom Option

Time: 9:00AM

Meeting Highlights

Total Attendees: 10 in-person, 2 via Zoom (Sorry for the Zoom link technical difficulties)

Welcome (Jennifer Robsinson, President)

- Points will be touching on today: confusion with end of year/teacher appreciation gifts, carnival, and 5th grade ceremony.

Mr. Wilson Report

- Beginning end of year preparation and kindergarten registration which will take place tomorrow April 18th between 9-2.
- End of year party dates are as follows: May 15th- K & 1st, May 16th- 2nd & 3rd, and May 17th- 4th. Times are TBD. Would like parties to end before 1:30 so dismissal isn't interrupted.
 - Will leave details up to teachers and room parents.

President's Report

- Carnival is May 9th 5-8 pm. Will need lots of help from volunteers- sign up genius will be set and ready to send out beginning of next week. Flyers are being printed and will go home in Friday folders next week as well
 - Volunteers will be needed in various stations and would like to keep in 1 hour increments. Discussed giving free meal ticket to any volunteers to help increase volunteer numbers.
 - Reached out to APD to get help grilling burgers/hot dogs.
 - Several different plans for food- check with PRHS to see if they can loan us a grill as long as we have enough volunteers to grill during carnival, check with cafeteria staff to see if they would be willing to help grill hot dogs/hamburgers if grill from PRHS can't be used, or look into additional cost for a food truck.
 - Asked Ms. Scott for teacher/staff volunteers- will need at least 1 teacher who will have school internet service to run card reader at check in.
 - Stations so far: horseback riding/petting zoo, dunk tank with teacher/staff volunteers for dunking, ninja tower, wrecking ball/high voltage bounce attraction, pirate ship ride, as well as several others. This will mean many parent/staff volunteers will be needed.
 - Increased carnival budget from last year since made over \$5K and carnival is not considered a fundraising event, but a community event.
- End of year teacher/staff monetary donation collection: a lot of confusion this year between end of year donation and teacher appreciation week (May 6-10). The envelope and flier that went

home in Friday folders last week is an online/envelope collection for teachers/staff for a monetary end of year gift. Parents can select specific teacher online for contribution of their choice and a general staff donation as well.

- Ms. Scott noted that everyone is always grateful for what they receive, however, normally paraprofessionals get left out and if they are not added into staff collection already to consider adding them in so they can receive a donation too. PTA will look into this and make sure they are if not already.
- Noted that QR code needs to be adjusted so recurring collection option is removed, PTA will take care of that immediately.
- Key for room parents to make sure and reiterate this to their classes so teachers will have end of year monetary donation.
- Also noted that parents are welcome to provide their teachers and supporting staff with gifts of their choice, this end of year collection is just an easy option if parents do not want to go out and purchase gifts on their own.
- Slightly different than previous years as there were 2 envelopes, but did 1 envelope this year to try and save on cost and any confusion.
- Lauren will communicate with room parents to make sure information is relayed correctly to clear up any confusion.
- This end of year collection is different than teacher appreciation week which will take place alongside National Teacher Appreciation Week which will be May 6-10. This is where students will bring in small gifts of thought each day that week to their teachers. Examples are handmade cards, teacher's favorite flower, favorite candy, etc. Room parents can send out their own schedule of daily gifts and can be specific to their teacher.
- Noted next year at open house, will have a list of PTA dates/functions and any monetary/gift asks ahead of time so parents can see what the year has ahead so they can be prepared for what will be asked of them by room parents, as well as any volunteer opportunities so PTA can receive more help from parents.
- 5th grade fun day is coming up soon as well as the 5th grade celebration ceremony which will take place at Cross Pointe Church on May 20th at 6:30 pm. More information will be coming home with 5th graders in the next few weeks.

Vice President's Report

- Helpful when any videos or pictures are sent to Laura by committee chairs so she can make social media reels and posts so parents can see how the PTA is benefiting the school throughout the year. Then Mr. Wilson can also make a post on parentsquare and share on social media as well.

Treasurer's Report

- Treasurer's report will be attached to the minutes.
- From collecting money from 5th grade fun day, the PTA was able to purchase ipads for the technology lab for students to make videos and more projects.
- Purchased new mulch for the school gardens.
- Covered the cost of 8 homeless students to help them enjoy end of year activities.
- Reimbursed the school for the cost of the Bookmobile.

- Conversion from a PTA to a PTO will continue next month, still in talks with people familiar with the process and transition.

Committee Reports

- **Yearbook (update provided by Tara Carter)**
 - The yearbook has been sent to print and hope to receive copies before the carnival so can sell extras then.
 - Had a surge in purchases thanks to Mr. Wilson's communication via Parentsquare and social media.
 - Ordered 10-15 more extra yearbooks than last year to be able to sell during carnival, the 5th grade ceremony, and the last week of school in the mornings.
 - Tara would like just a few volunteers to sort and pass out yearbooks to teachers/classes once they come in.

Meeting adjourned at 10:05 AM