



Executive Board Meeting Minutes

March 8, 2021 7:30 pm

Virtual Via Google Meet

Attendees

Jentry Eck	Stephanie Harris	Selena Ballou
Lisa Bush		

Minutes

1. Welcome (Jentry Eck)
2. Approval of February Executive Board Meeting Minutes
 - a. Stephanie Harris “I motion to approve the February Executive Board meeting minutes.”
 - b. Lisa Bush “I second that motion.”
3. March Budget/Actual Report by Treasurer
 - a. This month is much like the others. We are ahead because there isn’t anything happening yet. Lisa said that things with Michelle regarding financial review are going well.
4. Great Create Budget Change
 - a. The Executive Board unanimously voted to increase the Great Create budget to \$700 from \$500.
5. Membership Update from Treasurer
 - a. We added 9 members in the past month. We currently have 150 members.
6. Gym Equipment Purchase Update from Treasurer
 - a. This item is tabled until the General Assembly meeting that will occur on March 15th. The General Assembly will vote on the purchasing of gym equipment on Monday. The Treasurer asked to vote on an additional \$1500 being added as a line item to our budget for this purchase.
7. KPREP



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- a. KPREP will happen (most likely the first week in May). Jentry spoke with Ms. Brummer. She suggested Kona Ice as a big culminating event for KPREP. Jentry also reached out to Mr. Kaiser regarding if they would like something to support KPREP on the high school end. Ms. Shoebbel said that it would be nice to have Kona Ice for 7th, 8th, 10th, and 11th (the grade levels who have state testing). Lisa Bush “I motion to increase the KPREP budget from \$1000 to \$1500.” Stephanie Harris “I second that motion.”
8. Summer Reading Program
 - a. Robyn Weaver is in charge of summer reading. In the past, summer reading has only been done for the elementary side. Jentry reached out to the high school English department last week and she hasn’t heard back from them. The PTSA Executive Board would like to support summer reading on the high school level. Robyn said they still had books from 2019. There are 111 kids preschool through 6th grade who qualify for free or reduced lunch. The goal is to give each of these children 3-5 books to take home for the summer. The number of additional students added for remedial reading is currently unknown. We anticipate having more information about this during the April Executive Board meeting.
9. Elementary Four Week Summer Program
 - a. Jentry to reach out to Mr. Ashley asking for more information about this summer program before the board discusses adding this as a line item to our budget.
10. Student Supply Closet Update
 - a. Jentry emailed the teachers with an update regarding the supply closet. She has received good feedback from much of the staff. Selena and Stephanie will talk and determine who is going to buy what out of the remaining items. Thus far Selena has spent approximately \$400.
11. Talent Show
 - a. We are on track to go live on Friday at 5:00 pm. So far we have 13 responses. After the videos go live on Friday, our two Talent Show volunteers will watch the videos and determine the winner for each grade category.
12. Skyline Nights
 - a. Stephanie told us that PTSA earned \$205.70 from our first Skyline Night. Typically we earn about \$50 from these events.
13. Kendra Scott Give Back



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- a. We earned \$105.57 from this event. The Board discussed having this event at the end of April 2022 (for Mother's Day, First Communion, Graduation, etc.) instead of around Valentine's Day.
14. Updates on Spring Events
 - a. Great Create
 - i. Projects start this week. Jentry proposed March 26th - April 3rd for the online auction. Jentry is waiting on a great deal of information from Paige Foss.
 - b. Mother-Daughter
 - i. Facility request form was approved for Saturday 05/08/21 on Beechwood's football field. Terri will be meeting with the Mother/Daughter team this week to iron more things out. Stephanie will attend this meeting so as to glean more information for our board.
 - c. Mother-Son
 - i. This group is aiming for May 14 for a scavenger hunt around Fort Mitchell.
 - d. Father-Daughter
 - i. Selena provided an update from Matt Westwood. This event will happen on April 16th. Selena to coordinate more specifics (such as movie selection) with Lakeside. Jentry and Lisa to sign check for \$150 to secure our place with the church for this event.
 - e. Father-Son
 - i. This committee is aiming for April 25 at 1pm. Groups will be assigned tee times. Pricing will be \$25 for 9 hole golf (\$15 if you want a cart for 2); \$20 for foot golf. Groups of 4 for golf; groups of 6 for footgolf. Committee would like to purchase a bluetooth printer and paper for \$240.96.
15. 6th Grade Celebration
 - a. Terri proposed recognizing boys and girls and getting rid of recognition of 6th grade girls at the Mother Daughter event.
16. After Prom
 - a. After Prom likely won't happen because Beechwood is trying to plan a socially distanced Prom at school on April 30. This is all still in the works.
17. Scholarship Writing Prompt
 - a. Stephanie presented a great prompt: "Your graduating class has faced many unprecedented challenges over the past year. How do you think this has strengthened your class and how will it impact your future success?"



18. Member Hub

- a. Only 50-60% of our emails via MemberHub are opened.

19. Preschool Graduation

- a. This event will happen on May 4th in the cafeteria.
- b. Kindergarten Readiness Bags (teachers will deliver during home visits 5/10-5/14)
 - i. checklist (teachers will create)
 - ii. dry erase sleeves (Amazon)
 - iii. 2 dry erase markers
 - iv. activities for sleeves (teachers will find off TPT and send to purchase)
 - v. book (Scholastic)
 - vi. game
 - vii. playdoh
 - viii. list of fine motor activities for playdoh (teachers will create)
- c. Graduation Gift (handed out at program)
 - i. Beechwood Tiger Tshirt (purchase from Tiger Zone; wear for preschool program)
 - ii. Water bottle (purchase from Tiger Zone)
 - iii. Cookie (individually wrapped)
 - iv. Goldfish or Pretzel mini bag
 - v. Small toy

20. 6th Grade Graduation

- a. This event will happen outside on May 13th.

21. High School Graduation

- a. This event will happen on May 21st from 7:30 - 8:30 pm. 8:30 - 9:30 Will be the PTSA reception on the front lawn (bad weather in the cafe) .
- b. Stephanie to forward this information to Stacie Sparks-Boemerman.

22. SBDM Elections

- a. The high school needs two parent representatives. The elementary needs 1 (2 year position) parent representative. If a minority doesn't win, we will need a secondary minority position filled. Elections will be in May. We are unsure as to if virtual elections are approved or not.

23. High School Leftover Funds

- a. The high school wants to use leftover funds for HS Fun Day on the last day of school for maybe Kona Ice or Dreamy Whip. Dawn Norris is the contact for this.



24. Elementary \$2000 Gift
 - a. Mr. Ashley would like to use the money on Scholastic Subscriptions for grade levels. A check can be made out to Beechwood elementary with Scholastic in the memo.
25. DC Scholarships for 6th Grade Trip
 - a. Check was written to Beechwood for these scholarships.
26. Room Parent Guidance Regarding Remaining Funds
 - a. There are lots of people who have not utilized all their funds for the year. Jentry to email the room parents regarding this information and to remind them to submit expense reports and that their funds need to be used before the year ends.
27. Teacher Appreciation
 - a. Teacher Appreciation is being moved back due to the early end of the school year and state testing. It will happen the week after Spring Break (April 12-16). Items must be pre-packaged. There will be a breakfast bar, coffee bar, and snack bar. There will also be a gift card raffle (utilizing donated gift cards). Lunch will be provided by Beechwood, but planned and executed by our committee.
28. Agenda for March General Assembly Meeting
 - a. Welcome
 - b. Vote on minutes
 - c. Sharing of budget
 - d. Vote on adding a line item to budget for gym equipment/supplies
 - e. Purchased 52 individual tables to school
 - f. Apex is not happening
 - g. 1st School Supplies
 - h. Great Create
 - i. School Supply Closet
 - j. Spring Events update
 - i. Mother-Daughter
 - ii. Mother-Son
 - iii. Father-Daughter
 - iv. Father-Son
 - v. We don't make money on these events. Goal is to break even.
 - k. Volunteers for help with AP Saturday (March 27, 21 8-12:15)
 - l. Other volunteer opportunities for next school year
 - i. Help Amanda Presti with New Family Meet and Greet (Aug)



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- ii. Kindergarten Meet and Greet (Aug)
 - iii. Help Kelli Estep with KY Kid's Day (Sept)
 - iv. Red Ribbon Week (need chair and team)
 - m. Other things we are working on for end of the year
 - i. Preschool end of year ceremony
 - ii. 6th grade and high school graduation receptions
 - iii. SBDM elections
 - n. Member Perk
 - i. Perfect North
 - o. Open Forum
29. April and/or May General Assembly Meeting Discussion
- a. The Executive Board agreed that it would be best to have a General Assembly meeting on April 19th. There will be no May meeting. The April meeting will be an open forum and will be the concluding meeting for the year.
30. Student PTSA Volunteers
- a. The Executive Board agreed that we should really be tapping into our ability to have student members. This could range from volunteering at events, running some of our simpler events, helping us make improvements to our website, making posters to hang up at school for events, letting us know what students want, designing flyers, helping with Spanish translations, etc.
31. More Volunteer Chair Positions Needed
- a. The Executive Board needs to seek people out to fill open positions instead of simply advertising these positions in publications like Tiger Talk.
32. Survey
- a. The Board questioned whether or not we should survey room moms for feedback. We also considered sending surveys after events.
33. Social Media
- a. Jentry started a spreadsheet that is located on the Drive to assist in Social Media posting. This spreadsheet is organized chronologically.
34. Snack Bar Restock
- a. The snack bar has been restocked once a week for the past 3 weeks.
35. Closing Remarks & Adjournment