

**KBCS PTA Board Meeting with Ms. Tarafa**  
**August 17, 2016 (Monday) at 8:00am at Media Center**

Members Present

Ms. Tarafa - Principal  
Johanna Gruma - President  
Kelly Lambert - Vice President  
Anne Fifer - Vice President  
Lily Warner - Secretary  
Carolina Raijen - Treasurer  
Natalie Estrella - Recording Secretary  
Susana Gadala Maria - PTA member

Business

1. School Tool Box and KBCSPTA.org sales update
  - a. 572 School Tool Boxes sold (\$1872 in sales)
    - i. Grades that purchased (58 Kinder, 47 - 1st; 8 - 8th)
    - ii. School office was “bombarded” with phone calls about School Tool Box. For next year more information needs to be given to parents before school ends.
    - iii. PTA asked Ms. Tarafa for a Voicemail box to try to deflect calls about PTA related items from school office personnel. Voicemail would be checked daily by a PTA board member. (PENDING Ms. Tarafa)
  - b. School Tool Box will be open until October.
  - c. Next Thursday and Friday (Aug. 20, 21) PTA will be selling notebooks, recorders, and Shark Tshirts in the Elementary Cafeteria from 12-3pm.
2. Movie Night date APPROVED
  - a. Date: October 29 - Thursday
  - b. Time: 6pm Sales; Movie begins at 7pm.
  - c. Movie: Halloween theme (TBD)
  - d. Place: MS Cafeteria
3. Gift Wrapping fundraiser APPROVED
  - a. How it works: Parents will receive 2 catalogs and communication from PTA. Parents can make purchases online and order form. The campaign lasts 2 weeks, and is set to begin on **September 30** (This date was set at the meeting).

- b. To promote and incentivize the children, we can include samples in the morning announcements. The wrapping paper company will give a Magic Show, Laser Tag, or BMX show for the top sellers. The company also has a video that can be shown on the morning announcements.
4. Square 1 Art scheduled to receive items in time for Mother's Day.
- a. The supplies for this fundraiser have arrived and are in the office.
  - b. Students will begin to work on art projects after Christmas break and before Spring Break.
5. Cloud 9 World
- a. PTA has agreed to purchase Kinder and 4th grades. The invoice goes to the Community Foundation. The Community Foundation has agreed to find additional funds to assist in the purchase of Kinder and 4th grades.
  - b. Need to find out how we would sustain the program for following years.
  - c. Need to find out when can we receive the supplies. enrollment of Kindergarten and 4th grade to be purchased by PTA [10 min];
6. Budget Review for 2015-2016 school year (Changes to last year's budget are discussed below.)
- a. Gift Wrap was added to the budget. As per gift wrap company representative, we can estimate to raise \$30,000 - \$50,000.
  - b. Movie Night - Only one movie night planned, versus 3 done last year; therefore, expenses estimated to be less.
  - c. PTA Store - Art Kits and Paper sale margins are low, not much has changed.
  - d. School Tool Box added to the budget, with an estimated \$2,000 funds raised this year.
  - e. Box Tops will be removed from the budget. Last year (2014-2015) it generated \$1500 - \$2000. PTA does not have the
  - f. Departmental Fundraisers
    - i. Book fair and PE tshirts to be included in PTA store for next year.
    - ii. A budget will be assigned to the library and the PE coaches, so long as it is not less than the amount that the book fair and PE tshirt sales generate.
    - iii. Cafeteria Improvements - "Shark Ticket" [5 min]

- g. Grade Fundraisers cannot be led by Room Moms.
  - h. Insurance and Accounting cost went up because our revenue went up.
  - i. WITS (Wellness In The Schools Program)
    - i. The PTA needs to obtain more information about this program and its impact on existing cafeteria staff and costs.
  - j. Cafeteria Shark Ticket Budget Approved at \$1500 for the year.
  - k. Yellow Communicator improvements can be looked at for next year.
  - l. Playground / Outdoor budget of \$28,000 will be proposed to be used to finish the playground and outdoor area improvements (TBD).
  - m. After school programs
    - i. The PTA would like to sponsor more afterschool programs, such as Spanish, Choir.
    - ii. The PTA would need to fill out a "Use of Facilities" document and apply for a waiver. Programs that are doing this at others schools may be asked to show us how they can do it there.
  - n. Maintenance of the Shark mascot costume (dry cleaning) needs to be added to the budget for this year.
  - o. Paraprofessionals
    - i. Budget may be increased to hire more help.
    - ii. It was suggested the PTA board may update the PTA form to add a donation section to raise money towards hiring more paraprofessionals.
7. Poster Machine will not be purchased because the cost does not compensate for the number of posters the school makes per year.