

Junction PTC Board August Meeting Minutes

05 August 2020 / 6:00pm - 7:00pm / ZOOM Video Conference Call

Attendees

Greta Lawson, Katie Sauvageau, Kerri Moore, Jen Worth, Melissa Oviedo, Sara Gergis, Leah Hagans, Erika Janowiak, Tara Daftary, Nicole Galvin & Julia Mochrie

Absentees

Renee Smedley, Michelle Barber, Diala Jawhary, Julie Hagans, Corrinne Clay & Yolanda Radford

Treasurer's Report

1. No significant expenses incurred for the PTC in the month of July 2020.

2020-2021 Junction PTC Budget

1. Each year the incoming PTC Board reviews and approves the budget for the upcoming year.
2. Budget for this year was altered to adhere to current District guidelines, but a secondary budget (if and when on campus events are approved) has also been planned for.
 - a. Line items in budget as placeholders for events, enrichments
3. Budget also includes a \$5,000 carryover for next year's PTC Board.
4. Mrs. Mochrie will send the current teacher roster to PTC to update names to teacher support budgets.
5. Motion for 2020-2021 budget called by Sara. Motion was seconded by Melissa. All board members present were in favor and none were opposed.
6. 2020-2021 budget was approved on 08/06/20
7. Greta will email teachers regarding support budgets and the process for being reimbursed.

Fundraising Update

1. Business Sponsorships
 - a. PTC website is updated with new sponsorship tiers and application process
 - b. Greta reached out to previous business sponsors and sponsorship opportunities have been posted on social media. We will also advertise in Tuesday Talk and Friday Folders
 - c. PTC discussed the possibility of advertising sponsorship opportunities on the school digital marquee (i.e "Interested in sponsoring the Junction PTC? Contact president@junctionptc.com for more info). Mrs. Mochrie requested to revisit the idea at the next PTC meeting after having time to verify District policies and procedures.
2. Dine Outs Scheduled:
 - a. Chipotle/Galleria Location (08/25, 4-8pm); Junction receiving 33% back.

- i. Chilton is having a Chipotle night out on the same night at the other Chipotle location. Greta will look into seeing what other dates are available and if we can switch to maximize our profits.
 - b. Fountains Night Out w/Jack's, Burger Lounge, & Big Spoon (09/22, all day); confirming percentages back
 - c. Panda Express (10/20, all day); Junction receiving 20% back
 - d. McDonalds:
 - i. Manager stated teachers cannot work in the restaurant but they could stand outside the restaurant as greeters, but unfortunately we cannot do this because of current District policy.
 - ii. Board agreed to wait until Spring for possible better conditions where teachers could be allowed to participate.
 - e. Chick-Fil-A not hosting school dine outs and focusing charity efforts on the homeless
 - f. Old Town Pizza is not scheduling dine outs at this time but will get back to us with their fundraising ideas
 - g. Downtown Roseville Dine Out Night suggestion (Monks Cellar,/The Place)
3. Disneyland Tickets Drawing: Postponing until a later date in school year
 - a. Our club has money right now to help the school: \$12k – that can cover teacher support budgets.
 - b. No immediate/emergency school needs right now. We can delay until specific need is identified that we can fundraise for or when club funds reach a specific amount (i.e. \$5k)
 - c. Disneyland Tickets expire on 03/2021
4. Box Tops: PTC will continue to collect hard copy box tops and encourage scanning of receipts for digital box tops
 - a. Greta will provide a bucket for families to drop off their bags of box tops in at materials pickup and then in the front office.

Events/Enrichment Planning

1. Things to consider when planning:
 - What can be done in smaller groups
 - How can we utilize outside space, such as the outside stage or grass field
 - District guidance and following county/state regulations and mandates
 - Flexibility to adapt
 - Cancellation periods when scheduling with vendors
 - Other scheduled school events/field trips/etc.

General Meetings

1. The PTC will not hold an August General Meeting this year as it serves as a preview of 1st & 2nd quarter events and there will be none. PTC can communicate any important information through Tuesday Talks, Friday Folders, social media websites, and the PTC website.
2. January General Meeting: 01/06/21, 6:30-7:30pm; PTC will have their monthly Board meeting directly before from 6-6:30pm.

3. April General Meeting: 04/07/21, 6:30-7:30pm; PTC will have their monthly Board meeting directly before from 6-6:30pm.

Additional Updates/Miscellaneous

1. The annual Room Parent meeting will be scheduled virtually. Jen will reach out to teachers for feedback about the support they are looking for and how room parents can help.
 - a. Room parent ideas: Teacher appreciation week, holiday gifts
2. PTC Website
 - a. GoJunctionptc website is officially disabled
 - b. Previous 3-yr GoDaddy contract for hosting & wordpress was up for renewal and was going to be costly – just under \$800 for 3 years. Greta worked with GoDaddy for a less robust plan that better fit our club’s needs – was able to save 50% on a 3-yr renewal.
 - c. Please let Greta know of any updates that should be made or any additions you would like to see on the PTC website
3. Greta will reach out to West Park Storage for business sponsorship and drama club storage options
4. Greta will share teacher list with room parent coordinators and box top coordinator
5. PTC Board Code of Conduct – Greta will send out electronically to Board members. Please reply back to Greta to confirm you have received and you agree.
6. PTC Contact Sheet – Greta will share with the Board.
7. Meeting Minutes – Please review and approve/provide updates to Renee within a couple of days so they can be posted to the website for parents.

Next Meeting, Wednesday, September 2nd at 6pm via ZOOM