

PTSA Meet & Greet Planning Meeting

Aug. 22, 2017, 5:00 p.m.; Room 1162

Attendance: Sonya Urs (teacher; srurs@seattleschools.org), Teresa Scribner (secretary/teacher), Gigi Bungay (treasurer), Connie So (vice president), Vanessa Isabell (president)

Confirmed: Date for auction is Saturday, April 28, 2018, at SCC Brockey Center
Teresa will reserve the cafeteria and find out how much it costs to staff custodians
PTSA Meet & Greet Social set for Tuesday, Sept. 12, from 6 to 7:30 p.m.

Decorations/Music – Vanessa & Sonya
Balloons/Extras – Gigi

Food (Cash-n-Carry)/ Photo board – Connie
Food (Costco)/Advertising – Teresa

Menu:

- Chips, Crackers & Dips - Teresa
- Veggie Tray - Connie
- Sandwiches - Connie
- Popcorn - Teresa
- Pasta Salad - Teresa
- Plates - Connie
- Popcorn - Teresa
- bag/bowls –/Connie
- Can soda/ water / tea - Teresa
- Cups - Teresa
- Ice Coolers - Connie
- Napkins - Teresa
- Raffle Tickets – Teresa/Vanessa
- Name Tags - Vanessa
- Fun size M&Ms - Teresa
- Balloons - Gigi
- Mini cupcakes - Vanessa

Will raffle two yearbooks

Print outs needed:

Sign In sheets – form will include name, phone, email, best meeting days/times

PTSA Membership Forms (make sure it's updated)

Calendar of events – First meeting is Oct. 10, Homecoming, sporting events, Eagle Night is Oct. 12

ORDER OF EVENTS

1. Music / Call to order / Welcome - Vanessa
2. PTSA Mission statement – Vanessa & Connie
3. Icebreaker (M&M game) – Teresa
4. Introduction of administrators and recognition of teachers – Teresa/Principal Breland
5. Yearbook raffle
6. Breland (or administrator) speaks
7. Raffle yearbook
8. How to get involved with PTSA
 - ❖ Meetings – held the second week of every month (dates may fluctuate); First meeting is Tuesday, Oct. 10 at 6 p.m. Meetings are usually kept to 1 hour; As a group, we will decide a day that works best for everyone
 - ❖ About the Red & White Auction – Procurement, Donations, Decorations
 - ❖ Volunteers
9. Where the money goes – Teresa & Gigi
10. Other events: Homecoming, Eagle Night, Teacher Appreciation Week, Cultural Nights
11. Closing remarks – Vanessa and Principal Breland