

Delaware Elementary PTA  
August 6, 2024 6:30-7:45pm

Attendees: Chelsea Clark, Spencer Newman, Jen McCoy, Kate Fairfax, Courtney Whittington, Elise Miller, Liz Young, Christine Sanders, Carrie Naber, Valerie Mullin, Hillary Illingworth, Callie Avon, Amanda Robinson

Introduction

- Call to order 6:35 pm by Elise Miller

Secretary's Report- Carrie Naber

- April meeting minute have been reviewed and approved and posted on website.

Treasurer's Report- Sarah Crispen

- No major changes from last year's budget – voting on final budget for 2024-2025 school year during September PTA meeting
- Kids café and kid's connection (backpack buddies) – looking to see if we need to donate to these organizations
  - Chelsea to look into who we need to reach out to in order to donate.
- No updates for August meeting
- General fund: \$28,402.95
- Playground fund: \$56,330. 99

Hospitality - Courtney Whittington

- Welcome bags for new teachers
- Hillary to provide Courtney food truck contact – Mala's Kitchen
- Cares and Concerns: none
- Raffle for back to school night – like and share Delaware PTA post

Book Fair – Valerie

- During conferences week: Tuesday night, Wednesday day, Thursday noon to 8 PM
- Spring book fair

Family Activities - Amanda Robinson/Hillary Illingworth

- Bingo Night – forgo silent auction potentially carnival night – still have art projects and teacher experiences
- City of Des Moines has truck with games
- Start planning vendor fair – as soon as possible
  - 9 am – 12 pm
  - 8 am set-up
- Donuts with Santa – December 7
  - 9 am – 11 am

Fundraising – Liz Young

- Spirit Night – Posey and Jets slime night
- Potential wreath fundraising – Liz looking into details
- Butterbraids – do we move forward with this fundraiser this year?

- Mick at Texas Roadhouse would like to do a spirit night
  - Would like to attend next meeting to discuss reading programs

Playground updates – Kate and Jen – see Jen and Kate’s details at the end of this document.

Next meeting – review plans and vote on next steps for \$25K plus PTA funds

Kate and Jen to reach out to National Playground Compliance

### New business

Discussion to increase PTA participation

- Potentially offer pizza during PTA meetings to entice participation
- Raffle item for PTA meeting participation
- Articulate mission behind PTA to help drive interest and participation – increased communication on social media platforms, one-page flyer, our purpose, funding
- Valerie happy to post events, information on social media
- PTA email – check status – Elise
- Family newsletter – like and share Delaware PTA Facebook page

August 19 – Popsicles on the playground

- New to Delaware families, pre-k and kindergarten families on playground – meet and greet
- Bluetooth speaker
- Spencer with name tag – representing PTA
- Typical events we have, goals, calendar of events
- Advertise PTA meeting dates/times/locations

Vote on new board positions: vote passed

- VP Family Activities – Hillary Illingworth
- Secretary – Valerie Mullin
- Treasurer - Amanda Robinson
- Jen McCoy - Fundraising assistant

2024 – 2025 PTA board

- President - Elise Miller
- Treasurer – Amanda Robinson
- Secretary – Valerie Mullin
- VP Fundraising - Liz Young
  - Fundraising Assistant – Jen McCoy
  - Fundraising Assistant – Wendi Phipps
- VP Family Activities - Hillary Illingworth
  - Family Activities Assistant – Gina Frizzell
  - Family Activities Assistant –
- Hospitality Director - Courtney Whittington
  - Hospitality Assistant – Valerie Mullin
- Bookfair Coordinator – Valerie Mullin
- Playground Committee – Katie Fairfax and Jen McCoy

PRINCIPAL/TEACHER UPDATE -none at this

PTA dues \$5 – cash/check to Amanda Robinson

**NEXT PTA MEETING: September 3, 2024 @ 6:30-7:45PM  
IN LIBRARY (FREE CHILD CARE PROVIDED)**

## **Playground Committee Update**

**August 6, 2024**

Delaware Playground Project Timeline – Phase 2

- October 2023 – presented at School Board Meeting asking for assistance and help
- December 2023 – started talking with Diane at Landscape Structures to develop a plan for the playground upgrades to have a plan and budget estimate to pursue funding
- January 2, 2024 – January PTA Meeting – provided update that we were meeting with landscape architect to get a plan started to be more successful at requesting grants.
- January 3, 2024 –3 different concepts prepared by Landscape Structures for the playground area, both big kids and Pre-K
- January 2024, Presented plan ideas to the PTA board via Zoom meeting
- January 25<sup>th</sup>, 2024, 3pm met with Teachers and Associates to gather input
- February 6<sup>th</sup>, 2024 February PTA Meeting – Presented plan ideas and teacher comments received
- February 8<sup>th</sup> 2024 – Met with Diane at Landscape Structures to refine plan based on comments received
- February 27<sup>th</sup>, 2024 March PTA Meeting - Presented updated plan. Board approved and voted on next upgrades. Polk County Betterment Grant submitted and Prairie Meadows Betterment Grant Submitted along with SEP Foundation. Utilize Grant Funds for we go round and utilize PTA funds for spring riders and music pieces.
- April 2<sup>nd</sup>, 2024 PTA Meeting – discussed 3 different grants applied for and that we were still waiting to hear.
- April 2024 – found out we did not get the SEP Foundation Grant
- May 2024 – Ram-a-Thon event held to fundraise for playground upgrades
- July 2024 – found out we received the Prairie Meadows Community Betterment Grant for \$25,000.

Grants applied for 2023-2024 School Year:

- Prairie Meadows Community Betterment Grant: \$80K for merry-go-round and surfacing/install

- **Awarded \$25K!!!**
- Confirmed it can be spent on any inclusive playground upgrades. Many items fall within this category so we need to decide what to push forward with purchasing.
- Polk County Community Grant: \$10K big kid music pieces
  - Still waiting to hear

Stated that the PTA has \$25K in secured funding to be used between the 2 grants to purchase and install interactive music equipment for pre-k and big kids

- SEP Foundation: did not receive

Upcoming grants 2024-2025 School Year:

- **Walmart:** \$5K due quarterly (Oct, Dec)—can apply each session
- **Ancor:** above \$10-25K? (reviewed quarterly)
- **USBank Community Grant:** \$5-25K?
- **KFC Wishes:** \$10 K next quarter opens July—a perfect fit for us
- **Facebook :** \$37,500 possible (Oct 18<sup>th</sup>)
- **BassPro** (long shot—focus on being out in nature but worth a try—perhaps a good fit for dramatic play panels?)
- **AARP:** \$500 to \$50K—no date for 2025 yet but was due for March in 2024
- **Polk County Community Betterment Grant:** Not eligible as we received it before

*Other fundraising options/ideas being considered. Will present at future meeting*

\*\*For grants we need some other financial info from the PTA:

- Current year program budget:
- Current year operational budget:
- Recent Audit Statement:
- 990 Form: I believe Sarah requested...have this yet?

Future Board Approvals needed:

- Need to open PayPal for charities for Walmart to apply. This was started this but wanted approval and need further banking info to finish.
- Vote on approved playground upgrades plan

- Vote on process for gaining approval from the PTA on which grants are ok to apply for and for how much

Next Steps:

- Get ready for upcoming Fall grant season
- Decide what to purchase with the Prairie Meadows grant. Have to complete by September 2025
- Will present proposal on grant approval process and grants to pursue and equipment ideas based on Playground plan at September meeting for PTA Consideration and Vote