

2018-2019 BASIS Ahwatukee Boosters Board Meeting Minutes



Date: March 21, 2019
 Location: Modern Market
 Time: 7:00 PM - 9:00 PM
 Attendees: Phaedra, Sonn, Cindy, and Maribeth

Time	Item	Name
	<p>*A new reimbursement form was created to include a mailing address and an email address for follow up.</p> <p>*Sonn will follow up with Mr. Kelly, Science Night Chair, in regard to receipts for reimbursement requests from Science Night. Our Booster Bylaws state that receipts are needed for reimbursement.</p> <p>*Board discussed reimbursement for the teacher receipts from Science Night. Should they be reimbursed up to \$50 or for the full amount? Board voted to grant full value reimbursement because the receipts did not exceed more than \$25 over the budget. Board decided that clearer guidelines need to be established for Science Night for next year.</p> <p>*Phaedra emailed and cc'd Ms. Wilcoxon the Teacher Reimbursement form to be passed out again to the teachers to turn in receipts up to \$50 on supplies. 4/30 deadline for receipts/forms. Very little response from the teachers to use their \$50.00. A link will be created to download the form online for convenience.</p> <p>*Board approved Special Education Coordinator's expenses for her monthly lunch bunch with students which will be applied towards her annual \$50.00 supplies expense.</p>	<p>Sonn, Treasurer</p>

	<p>*No response from administration in regard to a proposal for school requests nor any response to follow up with Scholastic for the dictionaries. The Scholastic password will need to be reset in order to purchase items with the Scholastic dollars.</p> <p>*Board decided to table voting on a 10K match and giving an additional 5K as last year towards the ATF. A vote will occur at the April meeting after the April 2nd Arizona Gives event.</p> <p>*International Night reimbursement is very clear: \$50 per country and only one party per country. International Night is scheduled for Friday, March 29th.</p>	
	<p>*The date for Fun Treat event for the year is set for Wednesday, April 10th.</p> <p>* Cindy will confirm with Ms. Rogers that there is no change to the lunch schedule for the AIMs testing on 3/26-3/27.</p> <p>*Discussed a general volunteer lunch for this spring; no date is set yet. Also the Boosters will do something nice for our lunch volunteers: a lunch or small gift card from Costco and a Boosters spirit wear t-shirt.</p> <p>*Resolved location of the blank snack cards in the lunch closet and verified snack card updates for a few students.</p> <p>*Confirmed the change in lunch schedules for the week of AZ Merit Testing Tuesday, April 2nd-Friday, April 5th.</p>	Cindy, VP Fundraising
	<p>*The Box Tops check for \$81.10 is still missing. Phaedra has followed up with Box Tops and school administration; a school administrator needs to contact Box Tops to reissue the missing check.</p> <p>*Phaedra is advertising the Week of Giving on FB. It is also on Parent Square.</p> <p>*The upcoming newsletters will have reminders about open Board positions (according to bylaws, the deadline for a parent to apply for a board position is April 15), International Night, and a meeting reminder for the General Boosters Meeting on Monday, March 25th. Booster parents will also be notified that Booster T-shirts can still be picked up at International Night for those families who have not received their one free T-shirt per Booster family for the 2018-2019 school year.</p>	Phaedra, VP of Communications
	<p>*Spoke to Barnes & Noble about participating in a school fundraiser at the store. Saturday, May 18th is available for</p>	Maribeth, Secretary

	<p>a school fundraiser. It was discussed to reach out to prior parents that volunteered for the event to see if they would be interested in being the contact person for the event. Maribeth will follow up with Barnes & Noble for more details.</p> <p>*As discussed at the March meeting. Maribeth will email Ms. Jordison and ask her to reach out to teachers/staff if they would be interested in a Mustang t-shirt and if so, what is their size. It will be explained that not all t-shirt sizes will be readily available.</p>	
	<p>*Board members began a discussion on being board members for the upcoming 2019-2020 school year. Phaedra would like to run for President and will participate in the upcoming Board Election in May. Sonn may remain on board in a different position. Cindy and Maribeth may not be on board due to other commitments.</p> <p>*General Meeting follows the Coffee Talk on Monday March 25th. Decaf coffee and treats will be purchased for the Coffee Talk which begins at 6PM. The General Board meeting will begin at 6:30PM. Board decided that since Phaedra is running for President-Elect, it would make sense for her to introduce herself and lead the General Boosters Meeting. Some goals discussed for the General Meeting is to recruit new board members.</p> <p>*Details will be planned for the Teacher Appreciation Week (scheduled for the week of April 29th) at the April Board meeting (Thursday, April 4th).</p> <p>*Board will review and vote on updating some of the specific Bylaws at the April 4th board meeting.</p>	<p>General Discussion</p>

Meeting adjourned at 9:00PM