

# University Academy at Tyler PTO

Board Meeting Minutes December

Date: December 3, 2024

Meeting Started at 6:02 pm Zoom meeting only

End Time: 7:14 pm

## Attendees:

Eva St Clair – President, Elena Lyons – Vice President, Matthew – Treasurer Allison Aragon – secretary,

## Opening Statement:

- Opening Statement read by Elena Lyons regarding the purpose of the PTA

## Previous Month Minutes:

Reviewed... Elena Lyons made a motion to approve November meeting minutes. Matthew Cates second the motion. The **motion passed unanimously**.

## Financial Report:

Pie day reimbursements - pending

Araon Bunch made a motion to approve November financial report. Allison Aragon second the motion. The **motion passed unanimously**.

## Principal Report: Dr. Simmons

- Thank you
  - Parents and Teacher for joining tonight
  - For the Pies and Cake day event to celebrate the teachers – it was a hit
- Power Friday 1 pm – 3 pm
  - Pizza to all students that stay from Empower Friday between 12:30 pm – 1 pm; 1 pm- 3pm will be the Empower Friday session
    - Sessions are for scholars that need to make up attendance, additional academic support, enrichment opportunities, and for discipline areas
      - Teachers will send out letter
  - School board already approved dates for Empower Fridays. They are marked on the school calendar
- Cleaning and organizing the campus
  - Reidentifying spaces – set up two new spaces for Teacher work stations
    - Purchased new tables, supplies, etc

- Coffee and Snack Station for teachers to enjoy
- Replacing furniture
  - Went to each classroom to find out what needed to be replaced or needed
  - Spent nearly \$20K for this furniture that has been arriving before/throughout Thanksgiving break
- Activities on Campus
  - Theme “Show Up” – simply asking the scholars to be their best – aligns up with the 7 Habits
    - Focusing on a new topic each week
      - Asking them what it means to them?
      - Not only asking the scholars but also asking the staff and teachers
- Parent/Teacher Conferences
  - December 13 - Parent Teacher conference to allow parents to have the communication lines open
  - Parents will need to sign up for a time. – Teachers will be posting in Parent Square the times that are available
  - Early Released Fridays were designed to allow teachers to communicate with parents, allow parents to request meetings, and to provide enrichment for scholars.
- Beautification of the Campus
  - 4 plant urns have been placed on the campus around drop off locations
  - Cleaned all the walls to allow teachers to show case the scholars work.
- Hot Chocolate Day for Staff
- Holiday Luncheon for Staff
- Polar Express Day
- Dress up Theme Month
- Complete Transparency
  - If you have a concerns or questions that you would like us to see, Please feel free to communicate with me to we can work on making the campus a safe and fun place

**Teacher Request:**

- Ferguson – 7<sup>th</sup> through 12<sup>th</sup> grade
  - Working with the team to plan for December
- Greene – 8<sup>th</sup> grade
  - PBL coming up on December 18<sup>th</sup> – Hoping to reach out to as many people as possibly to come to support the scholars
    - PBL is called Trial by Jury about Andrew Jackson
    - Working on this project in both English and History

- Asking for Community members to come and get feedback
    - Looking for a judge, lawyer, historian – someone to bring this PBL to life.
    - Elena Lyons – can help
  - Date and Time coming soon on a flyer
- Lewis – Please reach out to PTO by Friday if your team needs anything
- Legos – for Legos Club
- McPhail – January and February Books to help for curriculum – Second grade
  - Motion to purchase January books estimate \$60. Aaron Bunch makes the motion to purchase the books. Allison Aragon seconds the motion. **Motion passed**
- School Dance
  - Parent Chaperones we will post on Parent Square time frame and number of volunteers needed
  - Also need help with setting up and tearing down
  - We also need to purchase the \$500 giftcard and drop it off at the school – Matthew Cates will be doing this week.

#### **Upcoming/Review Business from October:**

- **Butter Braid Pastries update – Allison**
  - First goal was to raise \$3,000 and we were able to meet this goal right at midnight right before the store closed
  - Pastries will be arriving tomorrow, December 4<sup>th</sup>. Please pick up your scholars first then swing by the OAC to pick up your items.
    - Company has already done the hard work by sorting the items by scholar's name
  - Throwing out the proposal to do an additional incentive for the 49 scholars that sold e.g. ice cream party, extra recess, or bowling
    - Campus incentive to reach the goal was to have a campus wide pizza party
      - Looking for the cheapest route to go and to get donations. Will need this to January
- **PBL**
  - Simmons asked if we have a place that parents can see when PBL's are coming up
    - Utilize the calendar in Parent Square to post when PBL's are
- **Hot Chocolate Day – Polar Express day**
  - Merging Teacher hot chocolate day with the same day as Polar Express.
  - One Station for students in cafeteria – Teacher location will be in the Swoops Nest
    - Hot chocolate powder mix from Sam's

- Santa station in the gym
- Polar Express backdrop to allow class photos
- Allison Aragon is heading everything up. She will be picking up items at Sam's and setting up the sign-up sheet for items and volunteers
  - Supplies needed: mini candy canes, hot chocolate, mix, dairy free option, cups, whipped cream
- Motion to spend \$350-\$400 for hot chocolate day. Allison Aragon makes the motion. Matthew Cates seconds the motion. **Motion passed.**

**New Business:**

- **2025 Events**
  - January 12<sup>th</sup> – 1<sup>st</sup> meeting
    - Teacher treats
    -
  - February 12<sup>th</sup>
    - Darwin Day -OAC
  - February 28<sup>th</sup>
    - National Science Day 4 pm – 7pm
  - March 14<sup>th</sup> 9 am – 11 am
    - History Faire – Contact Greene
  
- Next meeting will be January 13th