

STEM School Chattanooga

PLT Purpose: To lead the greater parent group (Parent Organization) in support of the STEM School through planning, overseeing, and implementing PLT initiatives

Monday, September 21, 2015
Parent Leadership Team Meeting (6pm-7pm)
www.stemschoolchattanooga.net

Meeting Minutes

- Attendance
 - Amy Betts
 - Felicia Bradley
 - Sue Camilleri
 - Tracie Clifford
 - Trish Cox
 - Bill Deckman
 - Tony Donen
 - Jackie Gray
 - Karry Koppully
 - Starla Landrum
 - Shaneka McDowell
 - Audrea McKnight
 - Cindi Robey
 - Cameille Vlietstra
 - Octivia White
- Welcome
 - Sue Camilleri, PLT Meeting Facilitator, provided opening comments, explained that George and Lori were unable to attend the PTL meeting and welcomed Ellie Betts from the Student Council to the PTL meeting.
- Committee Update
 - **STEM Jubilee Committee: Cameille Vlietstra**

Cameille announced the STEM Jubilee date, April 17, 2016. As last year it is scheduled for the Sunday of the Four Bridges Festival. The STEM Jubilee will be open from 12PM to 5PM. Setup is scheduled at 9AM for setup. There was discussion on moving a large inflatable jumping bouncer to the side facing the Tennessee Pavilion along with the rocket launcher and other appealing activities to invite additional Jubilee attendees.

Camille discussed starting early to obtain a Title Sponsor and other donations from donors that requested we approach them “next” year. She will also schedule a STEM Jubilee Committee meeting in October. Additional information on communicating, cross posting school carnival information, shared fundraising information and promotional news for the STEM Jubilee was offered from Cameille.

Sue questioned what volunteers would be needed and Shaneka will work with 9th Grade parents as volunteers. Camille also voiced agreement that there would be a need of plenty of volunteers for the Jubilee activities and fundraising.

Dr. Donen suggested a 50/50 cut of the tickets sales from individual elementary schools returned to the elementary schools to build the “friend raising” side of the STEM Jubilee. He also reminded the PLT that only STEM administration and teachers could handle money.

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Action Items:

1. Dr. Donen will create a PDF flyer with information regarding the STEM Jubilee 50/50 shared ticket sales for elementary sales (if STEM Jubilee committee chooses to pursue this option).
2. If 50/50 approved, a spreadsheet will be created to include elementary school, ticket sales and the 50/50 sales portion to assist with sending funds to the individual schools.
3. Tracie will send the letters from last year that describes donor levels and why donating to the STEM Jubilee is beneficial.

Please contact Cameille if you are interested in assisting on the STEM Jubilee Committee. cameillev@chattanoogaacvb.com

○ **Staff Appreciation Committee: Trish Cox**

Trish discussed the current work for collecting items for staff appreciation. From the original request on 9.11.15 she has received 46 responses. Sue suggested creating a spreadsheet to reconcile the items from the responses as they are left with Amy or Glenda.

Trish has contacted three (3) restaurants for providing meals for Teacher Appreciation luncheons. She also suggested that an email be sent out for requesting snacks for the Open House on Thursday 9.24.15. She also has been keeping count on the supplies in the teacher meeting room.

Please contact Trish if you are interested in assisting on the Staff Appreciation Committee. She asks that you send your name and grade in the email. tscox@epbfi.com

○ **Parent Orientation Committee: Audrea McKnight**

Open House - Thursday September 24, 2015 at 7:00PM

Provide handouts for "Reference Guide of Terms" and "Edmodo & Grading".

- Will share with 9th/10th grade parents a Lo-Tech/No-Tech possible system (or poster) that parents can use to monitor schoolwork (past, current, and future due), explain different types of work to check, how to go and view below basic grades and how to raise grade, and suggest a conversation where the child attending STEM shows Edmodo assignments, etc. to parents.
- 10 minute rotations
- Parents stay in one room except to tour
- Will share information for attending STEM 101: Parent Night.

There was discussion regarding the need for refreshments at the Open House. Dr. Donen suggested using the PLT members as a parent sample size to survey if refreshments were expected. Ellie explained the Student Councils perspective on providing refreshments and that Open House is a Student Council event. Camille and Tracie agreed to assist providing snack and drink refreshments.

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STEM 101: Parent Night – Thursday October 22, 2015 at 7:00PM

The event will be hosted by Dr. Donen and Mr. David.

Remind parents to bring the student IPAD

- Topics: monitoring schoolwork and grades through the computer (Edmodo/PowerSchool), Student Account versus Parent Account and tech safety tips
- At 6:00PM have preparation meeting for parents of 10th -12th graders who would like to coach that night and divide into groups
- Sign up for STEM 101: Parent Night refreshments by email (since there will not be another PLT meeting prior to STEM 101 Night, it must be done by email)
 - Suggested using Meal Train (<https://www.mealtrain.com/>)
 - Suggested bringing “Best” dish

Action Items:

1. Have Amy send out email for refreshments for Open House.
2. Have Trish send out an email for refreshments on STEM 101 Night

Please contact Audrea if you are interested in assisting on the Parent Orientation Committee or just have specific questions. A meeting date will be determined soon.
audreamcknight@gmail.com

○ STEM Jam Committee: Amy Betts

Amy announced that the Student Council decided that STEM Jam would have a Halloween theme and is scheduled for Friday October 30, 2015.

- A preliminary list of activities includes DJ, Makeup, Movie Room, Gaming Room, more to be determined.
- Requests for food will be sent out for refreshments. There is a charge for tickets for pizza and drinks.
- A meeting will be held immediately after PLT meeting for discussions for the STEM Jam Committee.

Please contact Amy if you are interested in assisting on the STEM Jam Committee.
abetts77@gmail.com

○ Volunteer Committee: Shaneka McDowell

Shaneka has created new volunteer forms for volunteers. She will have them available at the Open House and will work with her corresponding faculty member, Glenda Pearson.

Please contact Shaneka if you are interested in assisting on the Volunteer Committee.
nekam28@gmail.com

Next Meeting

No meeting October!

- November 16, 2015