



Archway PSO Board & Chairs Meeting

March 14, 2019

8:15 AM @ Library

Attendance: Lashon Bryant, Veronica Williams, Dalia Dehelean, Sheila Conner, Annapoorni Submaranian, Clay Perkins, Stephanie Trotta, Heather Wimsatt, Debby Brutsman, Valerie Bast, Sandra Brogan, Lori Martin

Meeting began at 8:15 AM.

1. Committee Updates

Post-event and committee documentation – Sheila

- Reminder to begin working on documentation for May deadline
- Hot lunch program administrated online; begin training future Chair next year

Homeroom Parents Check-in – Anna

- Anna sending questions to LaShon about Spring Festival baskets
- All room parents to be personally invited to PSO Meet & Greets; send pdf invitation to Anna for distribution
- Thank you to Anna for sending out Daddy-Daughter Dance RSVPs and volunteer sign-ups
- Create homeroom parent recap form for parents to return with feedback before end of the year; Stephanie to send draft doc to Anna
- Communicate PSO meeting dates to homeroom parents
- Proposed: quarterly homeroom parent meeting or coffee? How can seasoned room parents model/encourage new room parents?
- Conflict between PSO duties/faculty requests; how do we encourage faculty to effectively use homeroom parents?
- Discuss with Headmaster – encourage faculty (including specials) to use homeroom parents at in-service or retreat; offer teacher testimony; possible survey of ideas for homeroom parent use
- *Can we look at Boonli as possible sign-ups, database, tickets, communications?*

Parent Mixer (April 13) – Valerie

- \$15/parent includes catered dinner, beer/wine, desserts
- RSVP on sign-up genius (www.tinyurl.com/GHspringmixer)
- Can we *coordinate babysitting* by Prep Juniors?

GH Transparency Presentation (tentatively April 2) – Valerie

- Considering cross-promoting PSO meeting with presentation by GH Erik Twist
- Feedback: holding PSO meeting alongside other presentations are effective
- 6 PM Presentation, 7 PM PSO meeting, Q & A session
- See Transparency Tab on Archway North Phoenix website for more info
- Should we use sign-up genius for RSVPs? Possibility of pizza offering for parents.
- Proposed: invite Kindergarten families (confirm whether parents may nominate)

Spring Festival (March 30) – Lori

- Proposed: send out request earlier to room parents to coordinate baskets
- Funds raised from baskets support Spring Festival & ANP/NPX (unconfirmed what project/campaign)
- Cake walk/raffle baskets to be located in Gym
- Online ticket sales approximately \$2,600
- Expenses nearly \$14,000
- Need volunteer sign-ups; can we send volunteer push during spring break through homeroom parents? Sarah going to push sign-ups through volunteer list this week.
- Separate invitations to faculty to attend festival? All events free for faculty; incentivized to participate in dunk tank. Ask Anna to send invitation through homeroom parents?
- Printed order forms may be returned by Monday, March 25.

Argonaut Yearbooks

Daddy-Daughter Dance Recap – Debby

- 509 Dads/Daughters attended; 200 RSVPs came in after RSVP deadline
- All but 10 people prepaid using sign-up genius
- We planned for 2 photo booths; 1 booth had technical issues.
- How can we better manage cleanup efforts?
- Can we increase the cost after the sign-up deadline (pre-sales)?
 - Gym floor mats update: major problem was moving the mats from storage to the gym
 - How can we make it possible to use the gym for more campus events? Vendor quote? Fundraising?
- Net-profit of \$1,500 (still waiting for additional expenses from parent volunteers to be submitted)
- See Debby's chart from student attendance: mostly Archway students attended

Passive Fundraising: Rebates/Dine-outs – Heather

- Box Tops: \$630 raised during February competition
- Considering passive Box Tops campaign for May/summer
- Box Tops App supplemental to cutting out Box Tops
- Dave & Buster's: \$329 raised (may hold up to 2 events/year; book up to 1 year in advance)
- Harkins Summer Movie: \$130 raised so far; order form deadline Friday, March 15
- Scramble: 150 people attended; a lot of faculty turned out at the event (1st-4th grade faculty received \$10 gift card for dinner)
 - Families appreciate Archway-only dinner offering and all-day donation.
- Peter Piper Pizza Dine-out (April 16)
 - Games/activities
 - Ice cream eating contest
 - Faculty will receive free pizza & drink
 - Tokens, food must be purchased at register to support ANP
 - ANP PSO table at entrance
- Considering May dine-out to feature specials teachers
 - Ideas: Which Wich, Chick-fil-A, Café Zuppa, Culvers, Panda Express, PDQs (*continue conversation over email*)
- EDU Kits

- Parent offering possibility of coordinating EDU Kits on behalf of our school
- Not acting on behalf as PSO; coordinating with Admin as possible school fundraiser
- Can literature library be included with EDU kit purchases?
- PSO can provide communication, volunteer support
- *Ask Headmaster: Do purchased school supplies stay with your student or go to general class supplies?*
- Considering May 31 (half-day) meet-up @ The Pointe at Squaw Peak (lazy river, water slides, golf)
 - \$15/person
 - No food or drinks in pool area; must purchase food at The Pointe
 - Not a fundraising event for school
 - The Pointe has requested an RSVP count
 - Can we request a full-day summer meet-up weekend before school starts?
- **OR** -
- Considering May pool party
 - Sign-up genius in advance
 - Max at 400 people; charge \$5/family?
- Art Show & Book Fair: Friday, May 3 (ANP MPR, Prep MPR, Library)

2. General Updates

2019-2020 Board Recruitment

- Upcoming Board Directors Nominations, Elections
- Happy Hour (PSO, Room Parents Recruitment)
Tuesday, March 26
- 6-8 PM @ Half Moon Sports Grill, 3rd St & Bell Rd
- Coffee (PSO, Room Parents Recruitment)
- Friday, March 29
9 AM @ Archway Library

Minutes prepared by Sheila Conner, Secretary
Meeting ended at 10:20 AM.

Please refer to <http://www.anppso.org/board> for Board and committee Chair contacts.

Upcoming Meetings

ANPPSO Quarterly Meeting (GH Transparency Presentation & 2019-2020 Board Nominations)
Tuesday, April 2
6 PM @ Archway MPR

ANP PSO Chairs Meeting
Thursday, April 11
8:15 AM @ Archway Library