

**The Kings Christian School**  
**PTF Minutes**  
**Tuesday, November 8, 2016**



**I. Welcome!**

A. Members Present: Lisa B., Kim F., Melissa H., Cindy K., Amy B., Lisa A., Melinda H., Jessica G., Becky T., Shamara I., Heather D., Sarah R., Michelle S.

**II. Open in Prayer – Michelle S. opened in prayer**

**III. PTF Events to Discuss**

**A. Pie Sale Pick Up ~ Monday, 11/21**

Contact Person: Michelle S. & Lisa B

- Pick up orders 11/21 from 2-5 PM in APR
- Great Sales – over \$6,000 in sales, waiting on final King's return. Below is how broken out:
  - \*Cookie Dough 40%
  - \*Popcorn 40%
  - \*Cheese Cakes \$4.00 per cake
  - \*Pies:
    - \$19.00 and under \$5.00 per pie
    - \$20.00 and up \$6.00 per pie
- Lisa A. & Lisa B. will be present for sorting. Cindy will help for a portion of the time.

**B. Thanksgiving Feast ~ Tuesday, 11/22 Lunch Times (extended)**

Contact Person: Cindy K.

- Menu – Complete
- Flyers Distributed
- Sign-up Genius created, updated and sent
- Cindy finalizing supplies, cookies and drinks
- Heather D./Jessica G. – to make calls to parents who do not complete forms (11/17)
- Recommended sending in a form for each child for tracking purposes but may send in 1 check for payment

**C. Pancake Breakfast ~ Tuesday, 12/20 8:45 AM**

Contact Person: Cindy K.

- Will create sign up genius for volunteers

**D. Chili Cook-off ~ Saturday, 2/4 5-8 PM**

Contact Person: Melissa H. and Kim L.

- Subcommittee -Lisa A. and Mary Lou L.
- Letter to solicit donations – complete, distributed to those present. Will email a copy and post on slack. Members encouraged to take letters to places where they do

business. In addition, there are many places that require online requests. We will post on slack and a weekly email to update places letters have been sent so we do not duplicate.

- Donation Collections – bring any donations to the office and they will get the items to the committee or officers. We will store items in our area in the warehouse
- Class Baskets – letter drafted by Kim L., reviewed by officers. Will make changes and submit for approval. Then distribute to classes through room coordinators
- Food – PTF supplies paper products, hot dogs/rolls, rice, condiments, drinks, desserts
- Volunteers: Need for Basket making and day of event. Basket making dates will be provided later but likely will be several dates/times in January.
- Flyer finalized
- DJ will do games/activities with kids in addition to music – types of music briefly addressed. May need to discuss further regarding play list.
- Discussed having spirit wear available to purchase in addition to a spirit wear basket (possibly a gift certificate so they can order what they want?)

#### **IV. Updates**

##### **A. Box Tops**

Coordinators: Kim F. & Melissa H.

- Fall Contest – Earned \$375.30
  - Winners: 6<sup>th</sup> Grade – Hot Chocolate & Pretzel Party 11/4
- Next Contest – Beginning of January to Mid-February.
- Shoprite for my School – publicize with flyer home and on Knightly Knews. Easy way to earn box tops by linking your price plus card to TKCS.
- Kim is going to make award certificates to present to the winning class.
- Discussed and agreed leaving containers in classrooms all year vs. putting out just during contest time
- Discussed having a bulletin board or poster of some sort to show contest progress etc. – Michelle will talk to Jane
- What are we using box tops money for in 2015-2016? Good for 2016-2017 goal setting and motivation.
- Discussed possibility of reward for winning teacher – staples gift card etc.
- Possibility of a summer contest, details to follow in the spring.

##### **B. School Spirit Gear**

- Agreed to proceed with sale. Discussed an online store vs. paper order forms. Will have small number of samples in each office. Agreed on the following prices: (cost is first, sale price bold in parenthesis)
  - Hoodies \$20.00 (**Sell for \$25**)
  - Crew fleece \$17.50 (**Sell for \$20**)
  - Long sleeve tees \$11.00 (**Sell for \$15**)
  - Short sleeve tees \$8.00 (**Sell for \$10**)
  - Fleece pants open bottom with pockets \$17.50 (**Sell for \$20**)
  - Discussed selling at grandparents' day and chili cook off events

- Discussed selling before the holidays to encourage purchases for Christmas. Displays at both school entrances,
- In previous meetings we discussed re-opening the school store, prepping this year for next year. Lisa A. volunteered to help run school store when the time comes. Another possible opportunity for students to be involved.

## **V. Administrative Update**

**A. Teachers on PTF distribution** – seeking approval to include teachers on PTF emails to keep information consistent, create more dialogue between PTF and teachers and increase event participation.

### **B. Black Board Plan**

- If relying on teachers put out only a few days a week
- Possible give older kids the responsibility for service hours
- Set out select days – Possible Monday, Wednesday and Fridays for drop off and pick up.

## **VI. School Events to Remember**

- 11/9 Picture re-take
- 12/2 Grandparents' Pancake Breakfast
- 12/2 Elementary Christmas Concert
- 12/8 MS/HS Christmas Concert
- 12/13 PTF Meeting 7 PM
- 12/15, 12/16, 12/19, 12/20 Spirit Week
- 12/20 Pancake Breakfast
- Year books for sale – see flyer in newsletter or school offices
- Winter Coat Drive 11/6 – 12/16 gently used coats, jackets, gloves and socks.

**Next Meeting** - Tuesday, December 13<sup>th</sup> at 7 PM

***Peace I leave with you, My peace I give to you...  
Let not your heart be troubled, neither let it be afraid.  
John 14:27***