

# 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 17th  
Parent Leadership Team Meeting (6:30pm-7:30pm)  
[www.stemschoolchattanooga.net](http://www.stemschoolchattanooga.net)

- Sign In and Welcome
  - Cheryl Cambron – PLT Meeting Facilitator
  - Terrie Quering – PLT Meeting Notetaker
  
- Called to order by Cheryl at 6:30
  - Re-introductions around the room
  - Attendance:
    - Celestial Allen
    - Tara Bennett
    - Michelle Brock
    - Cheryl Cambron
    - Greg Lewis
    - Shanika MacDowell
    - Mendi Murphy
    - Judy Newberry
    - Lyn Potter
    - Shelly Prevost
    - Terrie Quering
    - Christy Reed
    - Mary Reed
    - Octivia White
  
- Committees:
  - Staff Appreciation Committee: Nicki Murphy
    - Nicki put out a list of all the things that will be happening this year - Amy has the list.
  - Student Council: Allison Deckman
    - not present
  - STEM Jubilee: Michelle Brock
    - The Jubilee is 2 days in May.
    - It will take place after elementary TCAPS.
    - CDM is signed back on for activities & will be at the Jubilee with all the activities.
    - Channel 3 came last year & Times Free Press coverage as well.
    - More media coverage will be requested by the PR committee.
  - Silent Auction Committee: Tara Bennett
    - Last year was the first year for a STEM showcase & auction.
    - This year the event will be Dec. 7.
    - The commons becomes a silent auction with 50+ items for sale.
    - Last month several signed up to help the silent auction committee.
    - Tara has shared the donation letter on dropbox with the volunteers.
    - Additional volunteers are welcome.
    - To recruit auction items, simply drop off a request letter with a vendor.

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- Tara sends “thank you” letter after the auction to vendors for tax right off.
- After next PLT meeting people on this committee will have a short meeting.
- Total time involvement for volunteers is one hour for the meeting, time asking vendors, one hour before event, and one hour after event. - Before & after the event is usually one or the other as there enough people to share those responsibilities.
- The goal for each volunteer is suggested at reaching five vendors.
- Types of items donated from previous auctions: gift certificates to restaurants/shops, jewelry, original artwork, braces, swan pool float. There is a huge variety of things. Many gift certificates/gift cards. When collecting gift cards/gift certificates try and get a brochure or business cards to display with with gift certificates/gift cards.
- Question: Do students make projects that can be sold? It’s a possibility, but currently undecided.
- Suggestion: Mr. Vance made cutting boards - could those be sold?
- Suggestion: Possible offer engraved award made by students that could be purchased.
- Public Relations: Jennifer Crutchfield
  - Jennifer asked for committee leader’s email addresses to assist in placing the correct information on the facebook page.
  - Jennifer is working on City & County joint proclamation for STEM Day. - Once the date is determined for the Jubilee. The request must be in my March. STEM Day will likely be the first day of the Jubilee.
  - Jennifer wants to do press releases for clubs and awards. She wants to getting media to come events happening at STEM.
  - In order to achieve the goal of a STEM middle school we need more PR about how awesome it is here at STEM School.
  - Jennifer is going to send press releases to get media to our events & facebook as well as post information on the public-facing facebook page.
  - The public-facing facebook page goal to spread the word about how valuable STEM is to Hamilton County.
  - Jennifer is getting a calendar together of things that she will be able to publicize.
  - Jennifer would like a collection of quotes from that she can use for posts/press releases throughout the year. Quotes of parents stating what they like specifically about STEM. A request will be posted to the private facebook page specifically asking for quotes that can be used on the public facebook page as well as press releases.
  - The public facebook page: STEM high school Chattanooga - group name (black STEM logo)
  - The private parent facebook page: STEM School Chattanooga (with python logo)
  - Mr. David is the “co-admin” on the public page, but he isn’t doing anything on it. His name is there so a school administrator is part of the page.
- Volunteer and Social Media Committee: Shaneka McDowell
  - Shaneka asked: Does the volunteer committee need to exist?
  - The volunteer committee is no longer used for Jubilee or Staff appreciation committees. She doesn’t know that the committee is needed any more.
  - Response: Is the committee helpful for STEM Jam?
  - This will be discussed at the next meeting to see if this committee is needed by Dr. Williamson.
- National Honor Society Committee: Sue Dodson
  - not present

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- Publix Partnership
  - Tara Bennett stated that the Publix partnership program no longer requires the key chain card. You can link your phone number online for the Publix partnership program.
  - Once you link your phone number with STEM School, enter your phone number at the checkout and STEM School receives donations from Publix.
  - STEM School received money from Publix last year.
  - Food City is still an option but we haven't made any from it yet.
- Next PLT Meeting
  - 3rd Monday of October is an inservice day so we will instead meet on October 22 6:30 (just before STEM Jam)