

STEM School Chattanooga

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

Monday, January 26th, 2015
Parent Leadership Team Meeting Notes (6pm-7pm)
www.stemschoolchattanooga.net

Agenda

- Attendance: Team noted that last year we did not meet in December due to busy schedules. We will want to remember this next year and forego the December meeting.
 - Sue Camilleri
 - Tony Camilleri
 - George Choyce
 - Tracie Clifford
 - Tony Donen
 - Genie Faile
 - Karry Koppully
 - Bryan Sweetin
 - Cameille Vlietstra
 - Lori Warren
- Discussion Topics:
 - STEM Parent Get Together
 - PLT discussed ideas for having a social gathering for STEM parents. Ultimately, team chose to have a STEM Coffee Social at the same time of the next STEM Jam for students. Tracie Clifford agreed to open up a space in CETAS and host the social in that space. Date and time will be dependent on Student Council, as they plan and organize student STEM Jams.
- Committee Business: Committee chairs will be provided the opportunity to provide any updates/needs/etc. regarding committee progress.
 - STEM Day Committee: **Cameille Vlietstra** (cameillev@chattanoogaacb.com)
 - Location and Date (correction) – Sunday, April 12th in Finley Stadium on the field. The Chattanooga Market will be taking place the same time in the Pavilion that day.
 - Cameille is creating a sponsorship and information letter. Once created, it will be sent home with students.
 - Dr. Donen is going to get a list of clubs and sponsors, and send that information to Cameille. Cameille will then reach out to sponsors in order to get as many clubs as possible to host a tent/activity at STEM Day.
 - Dr. Donen and Cameille are going to meet prior to the next PLT meeting to discuss handling money with the event. The idea of “Giveaways with Suggested Donation” was also discussed as potential fundraiser within STEM Day.
 - Team decided to use tickets at the event over using wristband.
 - Cameille is going to reach out to principals in HCDE (and potentially PTO presidents) about partnership opportunity.
 - Next few weeks look like below for items to be done by STEM Day committee:
 - 1st Week of February
 - Contact all school club sponsors and ascertain participation of each club.
 - Send home sponsorship letters and information with students.
 - 3rd Week of February

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- All booths (participants) have been identified.
 - 4th Week of February
 - Booth needs sheet has been distributed and collected to determine needs of each booth.
 - Fundraising Committee: **Tracie Clifford** (tracie.clifford@chattanoogastate.edu)
 - Tracie shared that the fundraising committee would be focused on having an End of Year Fundraising Dinner. This event would potentially include:
 - Tours of STEM School
 - Student Art Silent Auction
 - Exhibit of Student PBLs
 - PLT approved End of Year Fundraising Dinner. Details discussed were the following items:
 - Date: Friday, May 15th from 6pm to 8:30pm
 - Opening Remarks: Dr. Donen and Tracie was also going to contact Dr. Robert Denn (Dean in Academic Affairs)
 - Student photographers for the evening
 - Items To Do for Fundraising Committee:
 - Generate list of invitees
 - Create and send out “Save the Date” email/flyer and invitations
 - Determine menu
 - School setup for the evening
 - After event items
 - Yearbook Committee: **Karry Koppully** (karryddw@aol.com) and **Trish Cox** (tscox@epbfi.com)
 - Dr. Donen shared that no students submitted artwork for the yearbook cover. Discussion of whether to continue with yearbook took place, and motion to forego the yearbook this year was made and approved. Dr. Donen let the PLT know that a Multimedia teacher was being hired for 15-16 school year and a digital yearbook would be something this teacher would pursue.
 - Other committees were not discussed during meeting.
 - Volunteer Committee: **Christina Dietz** (cdietz@epbfi.com)
 - Staff Appreciation Committee: **Trish Cox** (tscox@epbfi.com)
 - Parent Orientation Committee: **Audrea McKnight** (audreamcknight@gmail.com)
 - Outdoor Classroom Committee: **Lori Warren** (lori.warren@chattanoogastate.edu)
- New Business for next meeting – no new topics were discussed

Next Meeting

- PLT meetings for 14-15 are normally on the 3rd Monday of each month at 6pm. Because of President’s Day in February, however, next meeting is **Monday, February 23rd**.