

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

Wednesday, April 12, 2017
Parent Leadership Team Meeting Notes (6:30pm-7:30pm)
www.stemschoolchattanooga.net

Agenda

- Attendance:
 - Tara Bennett
 - Amy Betts
 - Dana Braddock
 - Michelle Brock
 - Allison Deckman
 - Bill Deckman
 - Tony Donen
 - Shelly Green
 - Steve Green
 - Octavia Johnson-White
 - Karry Koppully
 - Shaneka McDowell
 - Heather Mixon
 - Cameille Vlietstra
- Sign In and Welcome
 - PLT Meeting Facilitators – Amy Betts and Cameille Vlietstra
- STEM Jubilee: **Michelle Brock** (mbrock1015@hotmail.com)
 - Sponsors
 - \$2500 First Tennessee, \$1000 Amazon, \$1000 EPB
 - Any other sponsors should be reported to Cameille Vlietstra
 - T-shirts
 - T-shirt booth – request to run it from seniors Tyler Waite and Jed McGill approved
 - Shirts will be charcoal w/logo for students, and black w/teal lettering for adults/staff
 - Sponsors above will be on Jubilee t-shirts
 - Currently have 25 student shirts sold and 27 staff/adult shirts sold
 - Order will be placed this upcoming week for t-shirts to sell at Jubilee
 - Booths
 - STEM Faculty
 - Faculty booths have been established and school is working on helping teachers get all supplies needed.
 - Dr. Donen will update the google sheet being shared about Jubilee. Michelle will give him access to do so.
 - Other Schools
 - There are three definite other schools with booths and several more potentially. Dr. Donen will also include those in the google sheet when he gets access.
 - Community

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

- Christine Craig was not here, but it was shared that two community booths are in place – Chattanooga Library and Girls Scouts. Booth information for these booths should be emailed to Dr. Donen.
 - Power – only booth with electricity will be Ken Kranz’s FabLab booth
 - Signs for booths made in FabLab – also include Silent Auction, Ticket Booth signs
- Tables
 - 6 foot tables will be rented from Memorable Events – 40 tables in total
 - 2 cotton candy machines will also be rented
- Food/Drinks
 - Hot Dogs (potentially from Athletic Distributors Inc)
 - Buns – Bill Deckman seeing if he can get donated (280 buns)
 - Drinks and Chips – Amy Betts will connect with Jackie Gray about doing a pickup of these items at Sams
 - Instead of cash for food, we will use tickets. This way all money can be transacted at ticket booth.
- Flyers
 - Dr. Donen will add sponsors to flyers and send out to all PLT.
 - 40 color flyers will be printed for Michelle to distribute around community and 2 for Amy Betts.
 - Flyer to denote “Presented by First Tennessee” and additional sponsors of EPB and Amazon.
- Advertisement
 - Emails to entire HCDE
 - Posted flyers around town
 - Sent to all STEM PLT to print and share
- Volunteers Needed and Sign Up
 - Shaneka McDowell will be posting volunteer sign up for Jubilee. She will get the link and information to Amy Robinson to send out this next week.
- Other items
 - Ticket rolls – Amy Robinson texted in that we still had from last year. Michelle will connect with Amy to make sure we have enough (2000ish).
 - Banners – 2 banners will be purchased for \$110 each. Banners will be 4 ft x 8 ft vinyl with sponsors on signs.
- Other Items:
 - Staff Appreciation Committee
 - Next staff appreciation lunch will be Friday, April 21st – bbq
- Next PLT Meeting Date:
 - Monday, April 24, 2017 at 6:30pm. Important to finalize STEM Jubilee plans.