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:
  o Tara Bennett
  o Amy Betts
  o Dana Braddock
  o Michelle Brock
  o Allison Deckman
  o Bill Deckman
  o Tony Donen
  o Shelly Green
  o Steve Green
  o Octavia Johnson-White
  o Karry Koppully
  o Shaneka McDowell
  o Heather Mixon
  o Cameille Vlietstra

• Sign In and Welcome
  o PLT Meeting Facilitators – Amy Betts and Cameille Vlietstra

• STEM Jubilee: Michelle Brock (mbrock1015@hotmail.com)
  o Sponsors
    ▪ $2500 First Tennessee, $1000 Amazon, $1000 EPB
    ▪ Any other sponsors should be reported to Cameille Vlietstra
  o 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/tel 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
  o 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
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- 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

o Tables
  - 6 foot tables will be rented from Memorable Events – 40 tables in total
  - 2 cotton candy machines will also be rented

o 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.

o 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.

o Advertisement
  - Emails to entire HCDE
  - Posted flyers around town
  - Sent to all STEM PLT to print and share

o 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.

o 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 by 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.