

# Travis Elementary

## Spring Fling Open House Planning

Janet Hancock Office

Friday  
January 27, 2017

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**Meeting called by:** Janet Hancock

**Type of meeting:** Plan Spring Fling

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**Facilitator:**

**Note taker:** Charlene Gee

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**Timekeeper:** 1:00-2:15 PM

**Attendance:** 5

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**Attendees:** Charlene Gee, April Cross, Janet Hancock, Alicia Ortner, and Kara Brown

Sign in located in the Travis Title I Book at the Pampa ISD Administration Building 1233 N. Hobart, Room HR-7

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**Information Given or offered:** Copy of meeting agenda

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Each person attending signed in and received a copy of the meeting agenda. The date for the Travis Spring Fling Open House is set for Thursday, March 23<sup>rd</sup> 5-6:30 PM. Community Engagement budget for Travis given to staff present. The focus of the Spring Fling will be the upcoming STAAR tests. Janet wants the parents to have information on testing dates and how important it is for students to get plenty of rest and eat a good breakfast. Charlene will provide bags with treats, information and supplies, as well as the flyer, advertising, VIPS for the sign in table and the purchase of chips and water. The theme will be Fired Up & Ready given by Alicia Ortner to keep in theme with the STAAR Pep-rally. Kara and Alicia will work on the relay races and Are you smarter than a 5<sup>th</sup> grader games as well as how they will let students sign up for the races, games and dance off. Charlene will provide star medals. April will check with the booster club regarding cooking hot dogs as well as the purchase of hot dogs, buns and condiments. April will also work on a field trip handout and open the evening. Janet will take care of the dance off, sound, and closing of event. We will meet again in March to finalize any plans.

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