

MINUTES

Louisa May Alcott Elementary PTA Executive Board Meeting Minutes

September 15th, 2021

The virtual Zoom meeting was called to order by Alisha Powell at 5:07 p.m.

Board Member Attendees:

Alisha Powell, President

Meghann Chee, Secretary

Emma Flores, Auditor

Tammy Payton, Historian

Sherry Sneider, Membership

Crystal Milosh, Parliamentarian

Steve Lewis, Principal

Welcome

Alisha welcomed all those in attendance. Meeting purpose is to approve revised 2021-2022 budget and discuss a few items for the upcoming year.

Approval of Minutes

Minutes from the August 17th Executive Board meeting were read and presented for approval. Motion by Meghann to approve minutes; second by Tammy. Approved.

Presentation of the Updated Budget

- Updated the added options for fundraisers: increased assemblies, shirts and mask fundraisers
- Sage Garden project: \$15,000
- Updated to include no more copier expenses-moved the funds into admin supplies
- Sherry motioned to approved; second by Alisha. Approved

Reading of Bank Reconciliation

- July and August treasury report: totem from membership: \$94.50. Deposits from totem: \$8.50
- Ending balance of \$7,944.77. Will add Blaze pizza and Sage garden project for September.
- Sherry motion to approve for July; Alisha second. Approved.

Treasury Report for July

- 7/26 \$91.75, 7/13 voided check of \$128.59 (added back into account)
- Sherry moved to approve; Alisha second. Approved

Treasury Report for August

- Added \$8.50 (only balance)
- Sherry moved to approve; Alisha second. Approved

President's Report

- PTA packets-Elementary packets out today, infant/toddler will go out on Monday. Packets included Welcome letter, Meet the Board, Membership form, Volunteer form, Photo release form
- PTA Table will be out front of school tomorrow before and after school to boost awareness
- Purpose to cover Teacher snack for Professional development for 9/17; will pull money from the teacher appreciation fund. Alisha moved to approve; Sherry second. Approved.
- Sage garden project: to start in October. Alisha is going next week to put mulch and succulents. The program educators are going to come and plant seeds to be ready for October
- Magical Holiday fundraiser: This will be all online this year. Start 10/4 and finish 10/18.
- Dine outs: hoping for parent volunteers @ PTA table or each month one of us books it.
- Book fair: trying to figure out, talking to Femina and Josie (Librarian) to set up.
- Association meeting: change date to 9/29 at 5pm. Location TBD. Zoom option available as well. Looking at several options for somewhere of interest for parents. Need 12 people to vote!
- Mask Fundraiser: Alisha and Femina to make, apply vinyl cutouts. Sell for \$5.00
- T-shirts Fundraiser: same art work, so no art fee charged. Order shirts in various colors. Base price based on sale; sell 100 shirts: \$8.50, sell over 200 shirts: \$7.75. Propose to sell them \$12.50 kids \$15.50 adults. Looking to do package for multiple kids. Possibly looking at Sweatshirts for staff in lieu for teacher appreciation lunch.
- Towels: 50-75 towels would be \$7.50 each. Would need to find an embroider, could sell for \$22.50 each.
- Zoom account: looking into getting a PTA zoom account, Tammy is fine to create meeting if not.
- Jog-a-thon: looking at a new company who can do a jog-a-thon, read-a-thon or a combo. It is a husband and wife duo, husband is a marathon runner. Has no booking fee: 65% profit for in person, 70% profit virtually. He provides all the prizes himself. He bases it on character traits. Can do shirts for jog-a-thon: PTA covers cost of \$4.00 a person if students who do not fundraise \$25.00 or more. 2 colors in front and 1 color in back. Alisha is checking references and will set a zoom with board to discuss. Possibly in spring time.
- Moms Meet and Walk: October Mission bay
- Dads driving range: mission bay driving range, also in October
- Donations Logistics: ask local businesses about sponsorships.
- Yearbooks: look at local businesses for ads, no minimum orders, all online, design throughout the year, can order whenever, Tammy interested in helping. Asking teachers to start taking pictures now.

Principals Report:

- Thank you and praise to Alisha for doing such a fantastic job
- Discuss if PTA photo release is different than school photo release, possibly combine two next year.
- Covid updates: Thank you to the Infant Nursing Team for stepping up to keep whole school safe
- Back to school night: 150 people attended.
- Big compliance stuff that will fix school, school site council will need elections, information will be coming soon.
- Expression of appreciation to the PTA for the office remodel, baby steps
- Asked if PTA could provide healthy snacks and water for teachers (12) during upcoming professional development.

Officer Reports

- Send volunteer hours to Tammy
- Bilaws need to be renewed next year
- Lisa and Sherry to possibly change positions; Sherry has been helping Treasurer position.

Open Table

- Tammy thanked PTA for Back to School breakfast for the teachers and staff.

Next General Association meeting: 9/29/21 at 5:00 pm

Next Executive Board meeting: 10/6/21 at 5:00 pm

Meeting adjourned 6:45 p.m.