

MINUTES

Louisa May Alcott Elementary PTA Minutes

April 17, 2020

The virtual Zoom meeting (Covid-19) was called to order at 4:22 p.m.

Attendees:

Kelly Mattingly, President	Femina Mildh, Vice President
Cathy Bohnet, Secretary	Sherry Schneider, Treasurer
Crystal Milosh, Auditor	Tammy Payton, Parliamentarian
Heather Stojiljkovic, Historian	Melissa Rivera, Hospitality & Membership
Michelle Riley, Principal	Maru Pulido, School Clerk

Approval of Minutes

The 3/12/20 Board meeting minutes were presented for approval. Cathy motioned; Tammy seconded. Approved with changes as noted re: SBAC testing.

Treasurer's Report

- Sherry presented the Treasurer's reports for review and approval. Check Nos. 2051-2053 ratified. Checks 2038 and 2042 will be voided. Sherry motioned; Tammy seconded. Approved.
- Checks were issued to and cashed by Empathy Rocks (\$200) and Mad Science (\$643.50) for assemblies which ended up being cancelled due to Covid-19. Cathy to contact the vendors and request refund checks.

Discuss Budget items for remainder of year and then decide the best way to help teachers during this Distance Learning period.

- Erin Summers requested help/supplies for Distance Learning.
- Tammy Payton suggested ordering headsets with microphones for teachers.
- Kelly to email teachers asking them to submit distance learning help/supply requests and will then address approval on a case-by-case basis.

Volunteer Hours – Kelly to collect data. Tally sheet distributed for members to log monthly hours.

Principal's Report

- Eight (8) extra minimum days are scheduled for the 20-21 school year on the second Monday of each month (except Nov. and June).

- Mrs. Riley to phone parents on Sunday to clarify questions re: grading and participation during Distance Learning. A suggestion was made to include a message about holding onto school library books and keeping them safe until students can return to campus.
- Teachers have access to the school on Tuesday to get items from their classrooms.
- Board approval received re: PreK for All classes for 3 and 4 year olds.
- Emily Smith will be returning next year.
- Mrs. Riley will be making some changes to the grades taught by teachers next year.
- Unknown if summer school will happen at this point.
- Unknown if school year will get extended.
- Teachers are not supposed to work more than 4 hours/day during Distance Learning period. Students are not supposed to participate in online distance learning classes more than 2 hours/day.
- Becky Griep, Infant/Toddler Program, texted Mrs. Riley informing her she will mobile deposit her outstanding check.

President's Report

- Apex Fun Run for 21-22 school year – Cathy contacted Alex (Apex) and arranged a 1-year contract with waiver of the \$750 booking fee. Run is scheduled for Thursday, 11/19/20 with fundraising period 11/9/20 – 11/20/20.
- Board election process for next term
 - Per our bylaws, our required positions are President, Vice Pres., Secretary, Treasurer, Auditor, Parliamentarian, and Historian
 - Suggestion made to create Google form. Send email/voice/text blast to PTA members about the election.
 - 12 members are needed to vote. Can do vote by voice. Council person has not responded to Kelly's election inquiry.
 - Tammy reviewed bylaws re: elections. When we vote, vote count has to be ½ of present membership plus one.
 - Perhaps Alisha can be the point person with Melanie Hudson and April Wheeler filling out the committee.
- Scheduled (and now cancelled) assemblies in current school year – Cathy and Kelly to keep on radar to reschedule for next year.
- Swank Movie License – Kelly negotiated a tentative 8/1/20 start date for the one year license, provided schools are back in session in August for 20-21 school year. We are not paying \$500 license fee until we know for sure we are back in school.
- Bank Statement review – Crystal and Sherry to coordinate so that Crystal can still review bank statements.
- Planners for 20-21 school year – There are currently 27 third graders and 29 fourth graders so 60-70 planners should be purchased for next year.

Open Table

- Box Tops – Crystal finished wrapping up the Box Top drive. Ms. Riley asked Crystal to email her a blurb about how this process works.
- Book Fair – Femina and helpers were able to close register and pack all books before Covid-19 closure; however, books weren't shipped back yet. Profits taken in the form of Scholastic dollars.
- A suggestion was made to still recognize 5th graders for their upcoming promotion. Ideas included creating diplomas; a Zoom graduation meeting for 5th grade families; ordering graduation caps; having students video themselves and organize a slideshow. Maybe Roger Otterson can help with the video. There are 32 fifth graders. \$500 budget for 5th grade promotion.
- Kelly will ask Kara to post positive messages on the Alcott Facebook page during the Covid-19 crisis.
- No more cash stored at school. The PTA safe should be empty.
- Per Tammy, all teachers and parents are doing their best at this time.
- Per Mrs. Riley, Lisa Morgan and aides are working multiple days per week on Distance Learning calls.

Next Board Mtg.: TBD

Meeting adjourned 5:30 p.m.