

MINUTES

Louisa May Alcott Elementary PTA Minutes

May 14, 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	

Approval of Minutes

The 4/17/20 Board meeting minutes were presented for approval. Cathy motioned; Femina seconded. Approved.

Treasurer's Report

- Sherry updated the March '20 bank reconciliation. The April '20 bank reconciliation is done. There will be some voided checks upcoming. One check (#2057) was written out to Ms. Riley but should have been made payable to Alcott Elementary School (#2060).
- Ending April '20 bank statement is approx. \$17,700.
- We should have approx. \$10,000 rolling over to the '20-'21 school year.
- Check ratifications and approval of Treasurer's reports to be done next meeting once completed.

Discuss Budget items for remainder of year

- 5th grade promotion – \$500 budget to work with but minimal expenses so far. Kelly to coordinate with Ms. Bennett and Mrs. Riley. Can we get a list of student names? Ideas have been emailed to Ms. Bennett. A video will be created/produced by Lisa Morgan's husband for the students. Perhaps Alisha can create a certificate with her software program.

Volunteer Hours – Kelly to collect data. Attendees reported their monthly volunteer hours.

Principal's Report

- Alcott's participation rate for Distance Learning is high.
- Teachers had access to the school again yesterday to get items from their classrooms.

- No answer for August yet on what school will look like.
- Fencing around school perimeter starts in September and will be built in phases.
- Alcott will be a site for the new PreK for 3 year old and 4 year old programs.
- Mrs. Riley to email the marquee person about updating the marquee message.
- Alcott's joint use community park is still closed to the public.
- Report cards will be available only on Parent Portal for end of this school year; they will not be mailed.

President's Report

- Kelly and Femina arranged for pizza deliveries to Alcott teachers/staff/nurses last Friday night for Teacher and Admin. Appreciation; \$862.01 spent.
- Board election process for next term – Alisha has agreed to help with this process. Tammy to coordinate with Sherry on sending a Zoom mtg. invitation to PTA members for upcoming Association Meeting. Test email to be sent today.
- 5th grade promotion – previously discussed.
- Bank Statement review – Crystal, Sherry and Femina to coordinate time in mid-June to exchange books for review.
- Planners for 20-21 school year – Decision made to wait on ordering planners until return to school date is known. Mrs. Riley clarified it's OK to order planners now. Planners will be delivered to the District warehouse and then delivered to Alcott on the next open access day.

Open Table

- Tammy asked Mrs. Riley if there will be a day for students to come get their bagged items? Answer: Unknown.
- Budget Planning for next school year to be done at end of summer.
- 5th grade promotion: Scheduled for June 8 at 11 a.m. Mrs. Riley suggested to Ms. Bennett that the students write a speech about themselves, their future, etc. Videos to be emailed to Lisa Morgan for her husband to edit. Officer Philly (sp?) delivered the Safety Patrol certificates. Ms. Aiken has certificates for physical fitness President's Awards. Kids will do poetry reading and speeches. A suggestion was made to do a trial Zoom mtg. to get kinks out.
- Cathy asked if GATE testing was done before the school closure. Answer: Yes. Per Mrs. Riley there are at least two newly identified students.
- A suggestion was made to ask Roger Otterson if he could create a mini slideshow for parents on how to log onto Parent Portal and access grades.

Next Board Mtg.: TBD

Meeting adjourned 5:40 p.m.