Executive Meeting Minutes

PTA: Liberty Elementary School PTA, Executive PTA Meeting
Date: April 30, 2020
Time: 10:00 a.m. – 11:30 a.m.
Location: Zoom
Attendees: William, Becky, Paul, Jill, Lisa, Caitlin, Smitha, Poonam, Misty

I. Call Meeting to Order at 10:02am

II. Approval of Minutes by all

III. Treasurer’s Report
- Hardhits bill came for extra baby onesies for $126.50. They owe $127 profit to us. Board will call it even.
- STEMmer day bill received from Dana. Had already spent $1,500 with PTA expenses. She submitted $7,400, budget was $7,000. Vote to add $1,900 or use income of $1,800 we already have. Only $94 over what we budgeted to spend. William thinks we need to vote on it to set precedence. Will vote at general meeting in May. If they need the money right away, we can write partial check. Paul says we don’t need it right away, county froze activities fund anyway.

IV. Ongoing Business
- Election results
  - Final vote of 76 yeses and 0 nos. Congrats from Paul. After May General Meeting, the new roles take effect. Normally in May and June we help each other. Caitlin will discuss turnover to Misty offline. Lisa to send follow-up email to PTA membership with results and thank you now. Paul will include announcement in next Friday letter.
- Spirit Night Update
  - Jill confirms all canceled for remainder of year. McDonald’s was trying to accommodate a drive through night but now doesn’t have enough staff. Some schools doing takeout spirit nights, we can look into it if the community desires. Paul suggests supporting local restaurants instead of the big chains. Misty suggests Coal Fire and T’Kila for their support of schools. Will be up to Tez. William thinks it will be fun just to put their name and our name out there “Team Liberty”. Events are still showing up on the calendar, William requests they are removed so no one is disappointed.
- Classroom Supply Kits – update
  - William got it going, lists are turned in. Final list will be up on site tomorrow. Will be odd since we don’t yet know what the start of school will look like. Paul reiterates they are planning for different scenarios. Poonam asks what we do for sorting the kits, since usually volunteers
come to help. If it’s distance education, do we just hold on to them? Can the vendor sort them by class? William doesn’t think any vendor would do that. William believes the orders will be down because people are hesitant. Price is rounded up to nearest dollar, which is $.05 profit per kit for PTA. Don’t like to make money on these. Need to know from office staff how many we’ll need for families in need, Paul says we have kits from last year. Depending on parents’ financial situation from the quarantine, we may not know right now. Classrooms now have stockpiles of supplies from the remainder of this year so let’s hold off on the extras.

- **Timing of position turnover**
  - After May General Meeting, new positions will start.

- **HELP WANTED – promoting and filling other positions**
  - Alicia Vaughn is moving and will not be our TAW, AEW, back to school lunch organizer. Need someone right away and start promoting. Look at the calendar to assess next year’s events based on the situation and how it plays out. Jill says normally we plan calendar in June, how will that be impacted? Paul says it’s so uncertain it’s difficult to say.
  - Laps for Liberty may not happen in September, because we may not be in school and money may be tight. Things like that should be back ended toward April. With exception of Matball, we may want to push things toward the end of the year. We don’t want to have disappointment. Poonam suggests we keep Laps for Liberty because it’s the main fundraiser. Paul says there may be guidelines that prohibit these large gatherings or visitors to the school. With the holdover money we have going into next year we may be okay for a while. Caitlin asks if there should be a backup plan for a “big” fundraiser instead of Laps if it can’t happen at all. Maybe look into virtual fundraisers to be prepared to have something, even if it’s not as successful. Paul will talk to admin and see what ideas are.

- **Open discussion**
  - Poonam asks if anyone received an email from a former Liberty student looking for online tutoring opportunities through Liberty. Paul has concerns because sanctioning high school kids interacting online with our students puts the PTA and school at risk. Defer inquiries to Paul, he will check with Superintendent’s office. Parents may also ask why the teachers aren’t doing these sessions.
  - Smitha asks what to do with room parent funds that were collected. Plans to buy gift cards for the teacher. Caitlin and Misty bought gift cards electronically as end of year gift. Lisa says she contacted her teachers and asked if they needed the money but will probably do the same. Paul asks if all room parents have this leftover money. Smitha says it depends on the room parent and how they did the collections. Some collected enough for the year, some per party. Paul suggests we find a way do it so some staff and specialists aren’t left out.
  - Can PTA can still use TAW funds to do something for everyone besides gift cards? Becky recently discussed ideas at a principals meeting. Other schools are taking orders for a pizza or a meal, and staff can pick up at outside school. Paul notes that our teachers live all over and coming to the school is still not allowed. It may become costly and the PTA can’t do something that big. But the teachers are all doing their best and might be discouraged by the
situation, so a little something will be appreciated. Teacher favorite things lists could be sent out as a reminder for parents and kids to do something on their own.

- Poonam asks Paul if specialists will be conducting their own video lessons Paul says it’s dictated by the Dept of Instruction. Specialists will not be doing their own but continue to connect by joining classroom teachers on their meetings. Uniformity across all 55 elementary schools. Focus is on reading and math and core subjects. Will see if we can do some more asynchronous learning on demand with specialist videos in the future.

- Jill says the kids like the Eagle Connection slideshows. Paul gives credit to Stephanie and the team coordinating that.

- Yearbooks: Nichole Thomas and Paul have been working on it. All ordered, and they included a distance learning section. They are coming in, but distribution is up in the air. Maybe a day in the summer to pick up supplies and yearbook. We won’t send them home. Maybe they will be in the new classrooms next year or sent to the middle schools. Not many extra were ordered so just a few may be available at back to school night. Nichole collected staff goodbye messages for the last signature pages.

- Smitha asks about who to contact about Chromebook issues. Paul confirms that Nate Blakeman is still on duty and will get back to you after submitting help request.

Adjourned 10:53am