

## SJLES PTA MEETING MINUTES

**Date & location:** Wednesday, May 12<sup>th</sup> at 6:30pm, Zoom

**In attendance:** (19) Diana Choi, Dan Notari, Meg Halvorsen, Jenna Groman, Jane Fisher, Kathy Etheridge, Meg Ballman, John Nichols, Kristen McGrath, Alexcia Redd, Ward Morrow, Mary Brown, Maria Laskey, Sandi Cresswell, Jodi Cosgrove, Samuel Sathigari, Tiffany Burns, Robin Wolfrey, Jennifer Alexander

**Next Meeting:** N/A – Final meeting of the 2020-2021 school year

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### **AGENDA:**

1. Board Members Report
2. Upcoming Events
3. Treasurer Report
4. Principal Report
5. Bylaws
6. PTACHC Update
7. Open Forum
8. Adjournment

### **MINUTES:**

1. Board Members Report
  - a. Diana Choi opened the meeting with thanks to the 2020-2021 Board Officers – this year has had unique issues and you rose to the challenge!
  - b. Nominations were opened for PTA Officers for the 2021-2022 School year. The following nominations had previously been made and no new nominations were made during the meeting.
    - i. President – Meg Halvorsen
    - ii. 1<sup>st</sup> Vice President – Maria Laskey
    - iii. 2<sup>nd</sup> Vice President – Tara Scully
    - iv. Treasurer – Kathy Etheridge
    - v. Recording Secretary – Jenna Groman
    - vi. Corresponding Secretary – Meg Ballman
    - vii. Council Delegate – John Nichols
    - viii. Council Delegate – Tiffany Burns
  - c. Diana called a vote for the PTA Officers listed above for the 2021-2022 school year and all Officers were unanimously elected with a transition date of July 1, 2021.

- d. Meg Halvorsen, the incoming President, will be holding planning meetings for the 2021-2022 school year over the summer. While these will not be official PTA meetings, they will be shared in the standard manner and open to anyone who would like to join. These will be held the first Wednesday of each month at 8pm on Zoom.
  - e. Diana thanked the Teacher and Staff Appreciation Committee for all of the effort put into Teacher and Staff Appreciation Week – everything was beautifully done and was so appreciated. Mr. Notari also thanked the Committee, adding the decorations and coffee in the lounge has brought life to the room, and the lunches and snacks kept everyone’s spirits up. Ms. Alexander said the treats, signs and notes were so appreciated by all.
  - f. Diana noted that Committee chairs for next year are still needed – these should be filled by summer / early fall to begin planning.
2. Upcoming Events
- a. Field Day: Since no in-person field days are permitted this year, we need to re-imagine what this looks like. Maria Laskey will ask the PE teachers for the template they used last year as a starting place and will coordinate plans. Additional brainstorming is needed, but some initial ideas included: a neighborhood obstacle course, scavenger hunt, driveway decorations, etc.
  - b. 5<sup>th</sup> Grade Committee: While not previously a formal part of the PTA, this will be a formal Committee moving forward to align with PTA efforts. Additional detail on this year’s activities are included below as part of the Principal’s Report.
3. Treasurer Report
- a. Kathy Etheridge reported that the budget continues to be in good shape considering this year’s limitations. She is continuing as the Board Treasurer next year and will begin budget planning.
  - b. Kathy requested for data from MemberHub of all purchases and donations; Jenna Groman provided it to her.
  - c. Diana and Kathy discussed the process for submitting reimbursements. The forms are available on the [SJLES PTA website](#). They can be submitted, along with the original receipts, either to the front office staff to put in the PTA mailbox, or directly to Diana or Kathy.
4. Principal Report
- a. Mr. Notari encouraged all parents to fill out the parent input form that was sent out – the information gathered is really helpful to help the school better plan for next year’s classes.
  - b. Mr. Notari and Ms. Redd are working to plan end-of-year activities that are inclusive to all students (whether in-person, hybrid, or virtual) and cover all family’s comfort levels. Current plans include:
    - i. Closing ceremony: This will be done virtually, following a similar model as last year. Students will all share a short video or Google slide. Staff members will give speeches, and there will be a car parade that gives students the opportunity to take pictures with staff members. Ms. Peddicord is creating background for the pictures.

- ii. Simulated Congressional Hearings: Ms. Alexander shared plans to continue this 5<sup>th</sup> grade tradition in their 4<sup>th</sup> quarter social studies classes.
    - iii. Picnics: Mr. Notari is waiting on guidance for what is allowable.
    - iv. Photo Slideshow: Since no yearbook was done this year, Mr. Notari is looking at putting together a slideshow of photos.
  - c. Mr. Notari provided an update on the expanded Group E criteria and his efforts to increase capacity. More than 200 parent requests have been received since March 1. To date, everyone who has requested some kind of in-person learning has received it (at least 2 days in-person). 56% of requests have been honored and 114 children have been added in-person since April 1. Mr. Notari stressed the capacity limitations due to HCPSS' spacing requirements and noted that they are focused on filling every space possible.
- 5. Bylaws
  - a. Diana shared that new Bylaws need to be approved. No objections were received during the meeting.
- 6. PTACHC Update
  - a. Ward Morrow and John Nichols shared recent discussions about the challenges related to the separation of the State PTA from the National PTA. PTAs will need to decide whether to stay with the National PTA or become a PTO. There is a PTACHC Town Hall on May 13 at 7pm on Zoom to discuss this further. The PTACHC President is recommending to stay with the National PTA.
    - i. Kathy noted that dues were recently paid to the State PTA.
    - ii. Diana recommended that Board members join tomorrow's PTACHC meeting to learn more. She will call a meeting to discuss and vote on path forward.
  - b. Ward also noted that a leadership training seminar is available on May 19 for new Board members from PTACHC.
- 7. Open Forum
  - a. Maria asked Mr. Notari how we can best support him while planning for next year – e.g. are tents needed to be outside in warm seasons? Mr. Notari said he is still waiting for guidance, but will reach out whenever he has identified specific needs.
  - b. Tiffany Burns asked if there are any plans for current kindergarteners. Mr. Notari said he is talking to Ms. Schoff to brainstorm what to do for kindergarten graduation. Tiffany noted that kindergarteners would also love a car parade with pictures, and perhaps the set-up used for the 5<sup>th</sup> graders could be used for kindergarteners as well.
- 8. Adjournment
  - a. Diana adjourned the last PTA meeting of the 2020-2021 school year, reiterating thanks to all members for the creative planning and activities over the last year.
  - b. Mr. Notari and all PTA members thanked Diana for her dedication to the PTA over the last two years and all she has done for the school. Diana reiterated her offer of support to the new Board next year.