

## **SJLES PTA MEETING MINUTES**

**Date & location:** Wednesday, December 1<sup>st</sup> at 8:00pm, Zoom

**In attendance:** (20) Meg Halvorsen, Jenna Groman, Mary Brown, Jane Fisher, Dan Notari, Erin Coleman, Angie Kramer, Subhro Pal, Milli Pal, Emily Vainieri, Tara Scully, Sarah Day, Meg Ballman, Dina Zhuravel, Maria Laskey, Tiffany Burns, Sayli Moskowitz, Ashley Callaway, Kathy Etheridge, Kyle Robson

**Next Meeting:** Wednesday, January 5<sup>th</sup> at 8:00pm

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### **AGENDA:**

1. Welcome
2. Monthly Updates
3. Upcoming Events
4. PTACHC Update
5. Treasurer's Report
6. Future Event Plans
7. Principal's Report
8. Next Steps and Q&A
9. Adjournment

### **MINUTES:**

1. Welcome: Meg Halvorsen, PTA President, welcomed attendees to the meeting.
2. Monthly Updates: Meg H. provided an update since the last meeting, highlighting the following:
  - a. The Turkey Trot was a huge success – thank you to the planning committee!
  - b. The PTA provided lunch to teachers and staff during conference week.
  - c. The Original Works fundraiser was our biggest yet - \$2,400 went to the Art Department and \$500 to the PTA. Thank you to Jane Fisher, Ms Peddicord, Ms Moon, Corrine Plank, Linda Ferguson, and Mary Brown!
  - d. Much progress has been made on the PTA closet – thank you to Jen Kwak, Mary Brown, Vanessa Zawodny, Beth Sutherland for your help!
  - e. Shoutout to Meg Ballman – she's doing a fantastic job managing PTA communications and sending information through Facebook, email, etc. Thanks for making everything we do possible!
  - f. Meg H. noted that we had decided to meet virtually through 2021 and questioned plans starting in 2022. Attendees agreed to continue meeting on Zoom for the time being and consider hybrid in the spring, to be determined based on the status of the pandemic.
3. Upcoming Events

- a. Toy drive: Meg noted that she asked Ms. Poirer if there are SJLES families that need help, but the teachers are already doing this. However the Homewood School has needs – they have no PTA and over 90% of students qualify for FARMS. They are requesting donations for a ‘treasure sale’ that kids can choose to gift to families. Donations can be given both through physical items (bin in school) and Amazon donations. The PTA will move forward with this option.
  - b. Costco fundraiser: Meg has not heard back, so we will not pursue further at this time.
  - c. Bagel Bin fundraiser: Families can order bagel boxes from the Bagel Bin and the PTA gets \$8 per box. There is no risk – boxes are ordered in advance. We will consider doing this in the spring, possible right before spring break. Jane will also ask Bagel Bin if we could consider a second fundraiser (offering a week that people can order during).
4. PTACHC Update: Tiffany Burns noted that the PTACHC meeting hasn’t happened yet this month – it meets on the 6<sup>th</sup>. She will share an update next month.
  5. Treasurer’s Report: Kathy Etheridge shared an update on the budget. The budget that was approved last meeting is now posted on the PTA website. She noted the recommendation that PTAs have a 3:1 ratio on non-fundraisers to fundraisers, to keep focus on giving back to community, so we should remember this during budgeting and planning.
    - a. The PTA is doing very well on fundraising – spiritwear in particular. There are upcoming expenses for taxes and PTA registration. Expenses are currently in the negative due to 5<sup>th</sup> grade t-shirts, but this will balance out.
    - b. Kathy requested to hold PTA meetings on the 2<sup>nd</sup> Wednesday of month (rather than the 1<sup>st</sup>) to provide time to balance the budgets with month-end reporting.
    - c. The PTA should continue to promote Amazon Smile – this is income without any effort!
    - d. Email Kathy if have any questions – sjlestreasurer@gmail.com
  6. Future Event Plans
    - a. Restaurant night - Chipotle in January
    - b. Bingo Nights – Last month the PTA discussed holding this indoors in January; initial survey results indicated that 75% were comfortable with indoor events; however only 20 results were received. However, given the new variant and timing soon after the holidays, this may not be the best time for our first indoor event. Meg B will repost the survey for additional input and we will re-evaluate dates.
    - c. Book fair – This will occur in March and will have both an in-person and online option. Parents will not be able to come during the day, but will have after-school hours for shopping (with 1 late night for working parents). Parents do not need to be vaccinated, but must be masked.
    - d. Ice cream social – Generally this is connected to the book fair, but the PTA will reschedule this year because we cannot eat indoors. We will consider planning in June during warm weather.
    - e. Paint Nights and Movie Nights – These were originally scheduled for March and April, but the PTA will wait and see what family comfort levels are in January. We

may be able to run these as indoor events or switch to Bingo to have more variety of events.

- f. May Day – Planning needs to begin in January, particularly for the silent auction. We will ask for committee volunteers in January and split into as many small roles as possible.
- g. 5h grade events – These are being planned by the 5<sup>th</sup> Grade Committee.

#### 7. Principal's Report

- a. Mr. Notari thanked the PTA for putting time and effort into coordinating events. The Turkey Trot was great, and staff appreciated having conference meals at lunch to accommodate everyone. Coffee and creamer continues to be much appreciated! Mr. Notari is also thinking about how to recognize all the other contributors to the school – lunch volunteers, bus drivers, etc.
- b. COVID: While there was only 1 case prior to 11/18, there have been several in the past two weeks. The school and county are doing everything they can – investments in outdoor tents and HEPA filters, no eating is allowed in classrooms, etc. However, they recognize how difficult it is for everyone impacted. For students quarantined, teachers are sending information on how to stay engaged and continue instruction. Mr. Notari noted that the school COVID emails do not always match the HCPSS dashboard – he is working with the county to make sure SJLES is accurately reflected in the dashboard, but there may be differences. He also shared that everyone impacted is contacted before the school-wide emails are sent.
- c. SJLES Family Feedback: Not many responses have been received. Mr. Notari requested the PTA's help to uplift this ask via Facebook.
- d. Student engagement: Mr. Notari is challenging staff to have more lunch bunches with students. Jaguar buddies have started – while this may be paused due to COVID, they will restart as soon as possible to build community with these cross-grade level buddies. Additionally, in December, the staff will talking about how well they know all the students and make sure all kids feel connected.
- e. Lost and Found: There are a lot of items left, but will be closed soon. If you don't claim your items, they will be donated!
- f. Temp employee: Mr. Notari is still looking for a temporary employee to work with students who receive close adult supervision. This is a great starting position to get into the school system.
- g. Volunteer needed: Mr. Notari is looking for a volunteer to dress up as Harry Potter right before Winter Break (Dec 22) for school spirit. Hours are flexible!
- h. Q&A: Thank you to Mr. Notari for answering the following questions:
  - i. How often is lead tested? It is checked regularly. It usually pops up first on non-drinking water faucets, which are shut down immediately. The most recent issue has already been fixed.
  - ii. Can students bring holiday cards to school to be displayed? No – in an effort to be inclusive, kids will be drawing pictures in school that will be displayed instead. But Mr. Notari would love cards!

- iii. What is the gift policy for holiday gifts? Mr. Notari will double-check this, but reminded parents not to feel pressured. Teachers appreciate any thoughts!
  - iv. Does Mr. Notari want winter decorations in the school? Sure! Decorations are always appreciated.
8. Next Steps and Q&A
- a. Meg B. will resend the survey after winter break for feedback on outdoor vs. indoor activities.
  - b. The PTA will postpone Bingo and communicate calendar changes.
  - c. Meg H. and Jane will set up a Sign-Up Genius for May Day committee members and planning pieces.
9. Adjournment: Meg Halvorsen adjourned the meeting.