



DRAFT PTA General Meeting Minutes

August 10, 2023 8:00am

MES Auditorium

In Attendance : 57

- I. Call-to-Order and Welcome
 - a. Co-President Dawn Rutherford called the meeting to order at 08:11 am
 - b. Quorum established (57 members present; quorum is at least 15)
 - c. Two handouts were circulated:
 - i. QR code printout with relevant links:
 1. August 10, 2023 General Meeting Agenda
 2. April 19, 2023 General Meeting Minutes
 - ii. List of important dates for PTA events in the 2023-24 school year
 - d. Co-President Zach Juno welcomed members of the PTA and new parents to the first General Meeting of the school year
 - e. Co-President Zach Juno presented the agenda as posted on the MES PTA website and circulated via printed QR code in the meeting
 - i. No additions requested
 - ii. Motion to approve by Jackie Townley
 1. Second from Mallory Rahman
 2. Unanimous approval
- II. Secretary Jane Park presented the minutes from the General Meeting of April 19, 2023 as posted on the PTA website and circulated via printed QR code in the meeting
 - a. No corrections noted
 - b. Motion to approve by Tiffany Torbert
 - i. Second from Lauren Parkerson
 - ii. Unanimous approval
- III. Co-president Dawn Rutherford presented:
 - a. MES renovation and enhancements
 - i. Facility upgrades and enhancements funded and coordinated by PTA (photo slides projected): funding the front turf field and collaboration with MESF to build the amphitheatre during the renovation period, murals outside library and in main hall, wayfinding signage, staff room fridges/microwaves/tables, benches and soccer goals, AV system and



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- stage curtains in auditorium, portable sound system, garden design/drainage/hardscaping/boxes.
 - ii. Acknowledgments to notable contributors whose efforts made upgrades possible: Susan Mapen, Tony Moore, Robin Edwards, Lindsey Checker, Brooke Linefsky, Stephanie Mayfield, Allison Bell, Jackie Townley - and all our workday parent volunteers
 - iii. Highlights of plans and student programs for garden space
 - b. 2023-24 Organization Chart of the PTA Executive Committee and Board of Directors, as well as contact information for these volunteers can be found on the PTA website: <https://www.atlantapublicschools.us/Page/52874>
 - c. All guardians are encouraged to join Membership Toolkit, which enables access to volunteer opportunities, our community directory, and Digital Dolphin weekly newsletter and archives.
 - d. Find your place as a PTA volunteer and contributor! There are a wide variety of opportunities for members to enrich the MES community, roles from small to large. Either as a member of a committee or covering a single shift; school-wide, grade-wide, or class-specific.
- IV. VP Reports - Each VP highlighted key events and volunteer opportunities via a slide deck presentation posted on the MES PTA website and projected live in the meeting
- a. VP Communications - Kristen Cincotta
 - i. MES PTA Communication channels (Instagram account, public & private-facing Facebook accounts, Digital Dolphin, school website)
 - ii. Please update your profile in the MES Family Directory to be included on distribution lists
 - b. VP Enrichment – Anne-Marie DeBacker
 - i. Book Fair (September 18-22)
 - ii. International Festival (Sept 30): Please participate and complete survey, the International Festival is for everyone!
 - iii. Arts Showcase (tentatively Jan 27): chair still vacant!
 - iv. Family Science Night: open roles on committee, sign up through Membership Toolkit
 - v. Grants: anyone (staff and students) can request funds to support learning
 - c. VP Fundraising – Dayna Detro



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- i. Dolphin Donors: currently ongoing, great opportunity for local businesses to gain exposure
 - ii. Boosterthon (Nov 17): #1 fundraiser for PTA annually
 - iii. Spirit Wear: First popup to launch online by Back to School, limited number of MES branded Yeti mugs available
 - iv. Community Projects : Atlanta United games, Dine Outs, etc
 - v. Spring Parent Social (Mar 16)
 - d. VP Community - Aisha Stith
 - i. Social Chairs: two volunteers per grade level
 - ii. Monster Bash: October 28th (last Saturday of October) coincides with MLPA Monster Dash
 - iii. Community Service / Dolphins Do Good, No Place for Hate, School Spirit, Family Outreach, and other community partnerships and engagement events.
 - e. VP Operations – Camille Richardson (presented by Dawn)
 - i. Staff Appreciation Week (Mar 25-29)
 - ii. Classroom support roles open on Membership Toolkit - four roles per classroom
 - iii. Principal Coffee dates to be announced soon
 - iv. Parent University - Dates and topics to be announced soon, currently taking topic requests
 - f. VP SWAG – Jackie Townley
 - i. Garden enhancements and acknowledgements
 - ii. Anyone can volunteer for SWAG (Sustainability, Wellness, and Garden), no special skills required!
- V. PTA Budget Review – Effie Antonakakis
 - a. Presentation of the 2022-23 PTA Audit
 - i. Basic breakdown of audit
 - ii. A few outstanding checks
 - iii. Minor findings that indicate need for tidier bookkeeping practices
 - iv. Brief background on external auditor
 - b. Review and approval of the 2023-24 PTA Budget



- i. Bank balance minus outstanding checks brings available cash balance to \$138,323
 - ii. Revenue primarily from Boosterthon & Dolphin Donors
 - iii. Expenses include PTA events, enrichment programming, operational expenses, staff appreciation/supplies allocations and ongoing facilities enhancements following renovation
 - c. Motion by Jackie Townley to approve the 2023-24 PTA Budget as presented
 - i. Second from Shraddhra Strennen
 - ii. Unanimously approved
- VI. Principal's Update – Audrey Sofianos
 - a. Welcome back to the original building! (This year's theme: "You belong here")
 - b. Parents can have lunch with kids starting next week (new lunch recess block/ social hour)
 - c. Acknowledgements to parents who volunteered for work days and contributed to school enhancements
 - d. Work continues on remaining issues (door alarms, drainage issues)
 - e. New admin model (Assistant principals K-2 Dr. Nakiesha Sinclair, 3-5 Mr. Brian Baron) and new bookkeeper Monica Williams
 - f. Current enrollment
 - i. K:130, 1st :122, 2nd:111, 3rd:112, 4th:138, 5th:132
 - ii. Projection 746, current 745
 - g. Every school event this year will be recorded to view online
 - h. Rebudgeting
 - i. Teacher stipends have been increased
 - ii. New school clubs (made possible through extra funding)
 - iii. Locker storage for staff - classrooms need storage systems
 - i. Safety :
 - i. keyed entry (keys must be returned to key box)
 - ii. all doors rigged with alarms, can be deactivated as needed
 - j. Parent volunteer(s) needed for PikMyKid and Infinite Campus portal (to assist other parents and provide cross-cluster support)
 - k. Coffee talks (possibly hybrid during some months, afternoon/evening times under consideration to make more accessible and inclusive for all parents)
- VII. Adjournment - Zach Juno
 - a. Motion to adjourn from Effie Antonakakis
 - i. Second by Stephanie Mayfield



ii. Meeting adjourned at 9:03 am