



DRAFT

PTA Exec Meeting Minutes

April 28, 2020

6:00 pm via Zoom

- I. Call-to-Order--**President Emily Fink called the meeting to order at 6:07 pm**
- II. Discussion/presentation of minutes of 2.26.2020 Executive Committee by Secretary Matt Fox
 - a. **Susan Mapen motions to approve**
 - b. **Second received**
 - c. **Voice vote--Minutes of 2.26.2020 are approved unanimously**
- III. President's Update-Goodbye to Kerry--this will be her last exec meeting
 - a. Board of Directors meeting on May 11, 2020 at 5:45 pm on Zoom. Votes on minutes from previous meetings and approval of the auditor are the only agenda points.
 - b. General Meeting on May 11, 2020 at 6:00 pm on Zoom
 - i. Treasurer Susan Mapen will present a proposed budget reallocation to cover playground and other MES@Inman expenses that might arise over the summer as part of the overall budget presentation/update
 - ii. The proposed slate of officers for 2020-2021 will be presented/voted on
 1. The vote will be virtual, so we will take an initial voice vote. If we hear any nays, we will go position by position
 2. Nominations from the floor will be accepted. If nominations are made, those positions will be voted on individually rather than as part of the slate
 - iii. MES @ Inman update from the Administration
 1. Plans for next year and the move
 2. Future of Inman-decisions (on hold for now)
 - iv. Time for questions
 - v. Logistics
 1. People will want to know how to pick up yearbooks and personal items
 2. Discussion of how to utilize chat and other Zoom features at the top of the meeting



- c. Committee chairs. We weren't able to have our year end wrap up BOC of Covid-19 where Emily Fink had planned to propose some combinations/elimination of some items
 - i. Communications
 - 1. Add--Web content to provide a single point of contact for Brian and manage all our web content
 - 2. Eliminate--prospective parent tours as Principal Sofianos agrees that school will take over and allow PTA to participate
 - ii. Enrichment
 - 1. Eliminate--visiting authors
 - 2. Note: No chair or director for variety show. There is a strong committee in place, but no lead in place at this time
 - iii. Fundraising
 - 1. No major changes other than the Halloween carnival moving to Community
 - 2. Note: Casino Night will be March 6, 2021 at the Stave Room
 - iv. Operations
 - 1. Add—Purchasing and procurement/square to streamline purchasing and filling grant awards
 - 2. Eliminate--laminating. We will pay for supplies, but we aren't going to ask parents to do the laminating next year
 - 3. Eliminate--Media center coordinator since Mr. Rawls has permanent help
 - v. Community
 - 1. Moved--halloween carnival, parent U, grade level socials, family care (scholarships and other support), no place for hate
 - 2. Maybe add a community service chair to sponsor/identify family events
 - 3. Note: Love and Logic seminar booked for fall.
 - vi. SWAG
 - 1. considering phasing out after this year and fold SWAG into the fabric of the PTA generally
 - 2. Eliminate--garden chair since the school now has a para in this role
 - 3. Add--parent committee for SWAG generally such as smoothies and SWAG initiatives
 - 4. Add--composting chair



- a. Staff is packing at MES for the next two weeks ahead of the move in June
- b. Portables are being removed after Memorial Day--followed by installation of the APS provided playground
- c. PTA needs to put together a plan (a) we can go in the building and a plan (b) if we can't for packing up PTA items at the school

V. Principal Sofianos

- a. Crisis learning is going well. The administration will be ready for the kids whenever they get back but there are no firm plans for returning to in person learning in place yet
- b. Personnel changes-
 - i. both P.E. teachers are retiring. Mr. Woods (1st) is leaving. Ass. Principal Leverett is leaving. 6 hourly paras (2 at k center and 4 at main campus) are all leaving. 5th grade math teacher Ms. Abromitis is leaving as is one special ed teacher
 - ii. 2 male P.E. teachers have already been added. with moves, there is only one classroom teacher opening in kindergarten and they have already interviewed to fill the position. Still a special education position to fill
- c. Planning a Facebook Spirit Day week of May 11

VI. Susan Mapen--Treasurer's Report

- a. Essentially year-end numbers since everything has been cancelled
- b. Highlights:
 - i. Even without auction, we made our fundraising goals for the year
 - ii. Variety show and book fair were essentially break even events
 - iii. Auction expenses were low and can all be carried forward to next year, so casino night will be pure profit
 - iv. operations had a lot of saving because the speaker was pushed to the fall
 - v. SWAG budget has lots of savings because their costs are directly related to a school
 - vi. Proposing to reallocate \$50,000 to an Inman bucket and get approval to spend on necessary expenses/playground over the summer
- c. discussion—how much do we need to know before we spend at Inman?
 - i. Some stuff comes back, but this is a lot of money (\$80k with this \$50k and the \$30k already in reserve and earmarked for MES@Inman).
 - ii. Exec will watch progress before firm commitments are made to spend at Inman
 - iii. Next year's budget looks lean without auction, especially since boosterthon might not be the same level as usual

VII. Fabricio Moraes--Fundraising Report



- a. Auction proceeds will be spent on playground as indicated in auction advertisements
- b. Quotes for the playground will come this week—that will help crystallize the picture

VIII. Kerry Weinheimer--Operations

- a. Teacher appreciation week next week.
 - i. PTA is sending \$50 Uber eats gift cards to every teacher and specials teachers with the money that would have gone to luncheons
 - ii. Classes/room parents will also be organizing class-specific thanks

IX. 7:20 pm **President Emily Fink adjourns the meeting**