

MINUTES

Louisa May Alcott Elementary PTA Minutes

March 12, 2020

The meeting was called to order at 4:53 p.m.

Attendees:

Kelly Mattingly, President	Femina Mildh, Vice President
Cathy Bohnet, Secretary	Crystal Milosh, Auditor
Tammy Payton, Parliamentarian	Melissa Rivera, Hospitality & Membership
Michelle Riley, Principal	

Other Attendees:

Becky Griep, Infant/Toddler Program

Approval of Minutes

The 2/4/20 Board meeting minutes were presented for approval. Cathy motioned; Tammy second. Approved.

Treasurer's Report

- Kelly presented the Treasurer's report on Sherrie's behalf for review and approval. Check Nos. 2029-2049 ratified. Deposits of \$4,940. Balance available \$17,596.06. Bank reconciliation as of 2/28/20 also distributed for review. Kelly motioned; Femina second. Approved.
- Budget revision – Fall Festival profits and fieldtrip money to be given to school. Kelly motioned; Femina second. Approved.

Discuss and Approve Last Year's Audit - Discrepancy of approx. \$300 existed. Femina spent 8 hours re-auditing the financial reports and found most of the discrepancy. Now the discrepancy is only \$4.28. All of Femina's auditing documents have been uploaded into Google Docs.

Volunteer Hours - report at time of sign in – Tally sheet distributed for members to log monthly hours.

Principal's Report

- Teachers and students are being sent home with respiratory symptoms.
- Ms. Haugen to return next week following her self-quarantine.

- The Kindergarten Rm. 4 class is temporarily meeting in Rm. 9 due to contractor HVAC work.
- The vent in the Counselor's office is covered so conversations can't be overheard.
- The English Learner test is almost done.
- SBAC testing for 1st and 2nd graders to occur 2nd week of May.
- Summer school starts June 15th for 4 weeks (extended school year for students with IEP's).
- All teachers have classroom walkie-talkies.
- Report cards are coming out soon.
- Mrs. Riley to send email to marquee technician, Anthony Jancola (sp?), to see if there is an instructional .pdf for the program.

President's Report

- Popcorn sales on Fridays – Sales have been busy with \$40 - \$50 in weekly sales.
- See's Candy Fundraiser update – Sales of \$4,225 with profit of approx. \$1,300.
- Arts for Learning assembly 3/18 – Need to postpone until April due to gathering limits of 250 people or less to help prevent spread of coronavirus.
- Founder's Day update – Bulletin board outside of school office was decorated to commemorate Founder's Day. Looks nice! Kelly sent a picture of the bulletin board to the 9th District PTA. The picture is also posted on school's Facebook page and is printed on the front page of bylaws.
- Fun run volunteer – Kelly called All American to get information on their program. They take a 70% cut of the run profits.
 - Cathy to contact APEX to negotiate a 1 year contract for next school year. Potential dates: 9/21 fundraising start date and extend for 2 weeks, with a 10/2/20 Fun Run date.
- Form a nominating committee for election meeting for board next year – Parliamentarian (Tammy) to work with nominating cmte. (Alisha and others?) to make a flyer/form for distribution and voting at the next PTA Association Mtg.

Open Table

- Box Tops (Tammy) – Tammy collected the Box Tops forms; Crystal counted and submitted them. We made approx. \$200 profit. We should get the check in April. Next drive is in November.
- Movie Theatre Night update (Tammy) – Students selected the following movies to be shown: Frozen 2, How to Train Your Dragon 3, Descendants 3, and Detective Picachu. However, Movie night postponed indefinitely due to current restriction prohibiting gatherings of 250 people.
- Arts Attack Program defer to teachers on interest for next year? – Kelly sent an email to teachers gauging interest for this online program. Mrs. Beane and Ms. Summers were only ones to respond with interest. Consequently we will not pursue program at this time.

- Art Night – Cancel for this school year.
- Art 2 Remember – This fundraising program is not ready to go yet so we will cancel for this year.
- Ace Hardware fundraiser – Tyler (Kindergarten dad) will contact Ace about doing this again.
- Femina proposed idea of buying planners for 4th/5th graders for next year. Last year the planners cost \$250. This year the planner budget is approx. \$400. An order of 65-70 planners is needed.
- 5th grade promotion – A cmte. of 4th grade parents is needed to help plan this event. Ask Clairemont High School teacher to video the event. \$500 budget for event.
- Mrs. Riley thanked Kelly for working with Cheryl on creating PTA/ASB request form.
- Recommendation made to not have Move-it-Mondays on the Mondays when Mini-Assemblies are held.
- Calendaring assemblies – So far there is no need to cancel currently scheduled assemblies (Empathy Rocks, San Diego County Fair Tour, and Red Cross “Prepare with Pedro”) as these assemblies are well under the 250 person gathering limit.
- Book Fair sales to date for the week are \$2,000. Normally by this time we are at \$4,000.
- May 28th is Alcott’s Spring Open House.
- Suggestion made for PTA Board Members to talk up volunteering for activities. Include a Volunteer form to have available with parent sign-in sheet at 5/28 Open House.

Next Board Mtg.: TBD

Meeting adjourned 6:20 p.m.