

August 6, 2020  
PTA Meeting Minutes

In attendance: Whitney, Mandy Mac, Jen Curtis-Maury, Lindsay Newman, Cynthia Roy, Kelli Joyner, Sally, Angie Kirkland, Jolene Dunn, Laurie Jendrasiak, Shannon May, Kathryn Broaddus, Dr. Steidinger.

Whitney introduced our new grant writer: Cynthia Roy, new membership: Lindsay, and our new treasurer will eventually be Sally Steel (Jolene will stay on for this year).

Dr. Steidinger discussed:

1. Complexities with scheduling.
2. Positivity Project renewal – request for the PTA to pay for it, she will forward invoice to Jolene.
3. Thanks to Laurie for the teacher care packages.
4. Drive-by pick up for staff shirts and possibly boxed lunches, which Laurie will work on. There will be a staff meeting that morning on self-care with meditation and an optional yoga class, teachers will drive-by after the class around lunchtime. Can PTA pay for the meditation and yoga self-care course? Virtual Meet the Teacher will be that afternoon.
5. Fundraiser tee shirt idea is that Clippers can do **virtually** anything!
6. Where things stand: bridge curriculum from the normal standards to current standards. Thankful for the incredible staff with OCE Math and ELA teams. Dr. Steidinger's new administrative intern, Laura Dowd from Mills Park Middle School, is "a rock star" and an incredible asset to this year.
7. Scheduling virtual and Plan B modes is challenging. 60-65% of OCE signed up for VA. We have VA year-long semesters, VA fall-only, and Plan B. Kindergarten 99 signed up for VA, 65 for Plan B. Dr. S is currently working out how to position staff members with Covid accommodations between Virtual Academy and Plan B. The VA year-long plan will be consistent and fairly simple to schedule and figure out; Plan B will have three cohorts once the building opens and grade-level configurations are all going to be different for student to teacher ratios. She's considering how to pair up students with teachers both in-person and online. The County distributed cohorts yesterday, which the team is working on today. Teacher assignments will go out to families August 13. Student supply pick up will be **during the second week** of student orientation. **Your child's teacher will share this schedule with you at Meet the Teacher.** Hopefully they'll get a master schedule out to families tomorrow, though the curriculum team getting first two weeks of scheduling together now.

Questions for Dr. S: Kelli and tee shirts. Some companies will ship directly to school. Do we want to make money on this? Blue tie-dye? Keep same logo.

Go Play Save is all online this year and there will be links to send out for downloading coupon books. But for people who order a paper book, we need to schedule one day to distribute them via school drive-by pick up.

Scholastic book fair possible date: Sept 14-28 whereby books are ordered and everything gets delivered to student's home.

Meeting after Dr. Steidinger left:

#### AGENDAS

We now have some leeway in the time frame to set up for Cheddar Up link for agendas. Big question is are agendas mandatory, do we charge \$5 for them or instead give them away with school supplies this year. The agendas we already have can be supplied, let's give them out this year or else they'll be wasted, discussed how to cover the cost, cover all 5<sup>th</sup> grade, then 4<sup>th</sup>, then 3<sup>rd</sup>; before ordering these next year see if we can stop doing agendas altogether.

#### STAFF APPRECIATION

Laurie is working on staff appreciation bags and lunches for self-care day. Discussed how [arents can drop off food/treats every other Friday for teacher lounge – drop off either to Laurie's porch and she'll deliver to school OR leave the donations outside the front office and administration will take care of getting it to the teacher lounge.

## BOX TOPS

Shannon May with Box Tops said we are not collecting physical box tops right now, instead just using the online version through the website or app (scanning your box tops and receipts). Let Jen and Monica know if we move to physical box tops.

## BEACON

Make sure to get the word out to your friends and anyone you know that goes to your school to OPT IN to the Beacon. Use Facebook, all forms of social media, any means, to get families to enroll and re-enroll in the Beacon.

## GO PLAY SAVE

Mandy said we're going with the online option this year, where families download the mobile book or app. She will provide a link for the mobile book and easy instructions on how to download it to your phone. If families choose to buy a paper copy, we'll have to have a drive-by distribution day. Mandy will check on how the pick-up would look and how prizes will work. We can use the PTA facebook page to highlight businesses and how the coupons can help with personal use. We need to get this going as soon as we can after the first two weeks of orientation, probably August 31-Sept 11.

## FUN RUN

Should we move Fun Run to the spring? What does the Fun Run look like? Last week before track out? Can we take on the email distribution instead of teachers? We need this fundraiser to happen because it will probably be our largest, we just have to be creative with how we manage it. Let's see how the first month of school goes, we have some time to decide, we'll bring this back up at the next meeting.

## BOOK FAIR

Let's push Book Fair to the spring. In fact, let's push anything that we can do in-person to the spring.

## SPIRIT NIGHTS

Ideas and recommendations for Sprit Night for Angie to look into: any take out place should work, have an "Adult Spirit Night," other small, non-food businesses such as: Lavender Lane, Wake Zone, Mission Market, Adventures in Bloom, Villa 19 Boutique, not just Spirit Night with food. Maybe a spirit day that can be an all-day, stop-by event, like some Christmas-themed shopping spirit days.

## TEE SHIRTS

Kelli asked if we need to make money off of this or should we sell shirts at cost with shipping added on. The group discussed the design and the cost of screen printing. Consensus said: let's keep it as cheap as possible, so white shirts with a small front logo?

## PTA REGISTRATION

Teachers do need to know that we give a \$50 gift certificate to teachers who sign up for PTA. Keep the gift cards to Office Max or Teachers pay Teachers, which is downloadable.

## BUDGET

Jolene is moving us online! She created a treasurer's account and converted the paper check request to a digital one. She'll send the link to PTA. We can also upload receipts or email them her.

Jolene needs to do an audit next week. Kelli and Kathryn volunteered to join her virtual meeting and they'll find one more auditor (thank you!).

We did not go over every budget line but Jolene is available for questions. In sum, teacher appreciation has been increased, but everything else reduced. If fundraisers bring in more than we're expecting then we'll be thankful, however, we are hoping to break even under our revised, conservative estimates. We're hoping to still bring in \$60,000 to cover the \$60,000 we want to give out. We discussed fundraisers that might be more difficult this year, such as the No Fuss Fundraiser. Monica shared what Lufkin is doing for a fundraiser by "selling" personalized stencils to have added to the school sidewalk. We might sell "anchor" stencils with a student's name, have it stenciled to the sidewalk, and the next year that family can renew the anchor stencil for less.

Should the No Fuss be a different fundraiser than Stencils? Yes.

Jolene will talk to Dr. Steidinger about including the Positivity Project and the Meditation training in the PTA budget.

Jolene thinks we may need to revise the budget halfway through the year as we might not have as much wiggle room this year because of circumstances. We need to be flexible and open-minded.

We discussed how to vote by an assembly on the final budget. We need a majority of PTA members, which is usually done at the Meet the Teacher night when everyone is in the cafeteria, but now Jen is going to send out a “chance to vote” when she sends out the PTA form. The PTA form will not be sent out though until the budget is finalized. Jen will split the PTA membership sign up emails: one group of emails for teachers and the other for parents. Lindsay will send Jen verbiage for PTA registration email. If the budget is approved, then it can become a pdf and show families how the money will be spent, with actual examples, in order to encourage PTA membership dues.

Jolene will send out a final draft of the budget before sending it to Dr. Steidinger.

Whitney closed: we will start monthly meetings in September, the 2<sup>nd</sup> Thursday of each month.

12:50pm closed.