

# **Matoaka Elementary School PTA**

## **Board Meeting Minutes**

August 31, 2020 at 7:00 PM

### **I. Call to Order/Quorum**

**Kristy Wall**

Meeting called to order at 7:04 pm.

Members present: Kristy Wall, Angela Hennessey, Jamie Ibrahim, Andy Jacobs, Katie Kunkel, Maureen McFarland, Brittany Mills, Emily Pick, Rachel Sleeth, Alisa Smith, Kelly Bradley, Katherine Dabney

### **II. Secretary's Report**

**Alisa Smith**

Approval of Minutes February 12, 2020. Motion to approve as presented by Angela Hennessey, seconded by Emily Pick. All in favor.

### **III. President's Report**

**Kristy Wall**

- a. Kristy attended the division PTAC meeting last week.
- b. PTA partnered with Williamsburg Concessions to have catered box lunches for the Back to School faculty/staff celebration on Thursday, September 3<sup>rd</sup>.
- c. Virtual Open House will be on Thursday, September 3<sup>rd</sup>. Pick up of supplies will be on Friday, September 4<sup>th</sup>.
- d. Our goal for membership is to promote how to stay connected. Board will put together a packet with purpose of PTA, what we support. The theme will be Let's Stick Together.
- e. Kristy mentioned the COVIDWISE app.
- f. PTA is planning to support the outdoor classroom. Kristy is getting quotes for sunshades, etc. and will share with the board.

### **IV. Treasurer's Report**

**Jamie Heisler-Ibrahim**

- a. Ashley Floyd will no longer serve as Treasurer because she removed her children from the school system. Jamie will continue to serve as Treasurer unless/until another Treasurer is elected. There were no objections.
- b. Jamie presented the audit with the board. There were no irregularities.
- c. Jamie shared the budget and the rationale for line items. We should carry over about \$10,000 next year.
- d. Ms. Moser requested \$1,000 in funding to replace some of the damaged books as well as some that were not returned during the COVID outage. The board agreed to fund the program. This money will come from the school gift fund.
- e. Andy mentioned hosting virtual cultural arts programs at a later date. The board will revisit this idea.

### **V. Principal's Report**

**Andy Jacobs**

- a. Thank you for the work done over the summer.
- b. Thank you for the lunches coming up.
- c. Thank you for the new cardinal.
- d. Matoaka is starting its 14<sup>th</sup> year. This is Andy's 35<sup>th</sup> year.
- e. Working to figure out logistics. This will require patience in establishing routines within the virtual world.
- f. We all need to work together to make this year a success. We will rely on each other.
- g. Communication is at the forefront.
- h. Thank you to Maureen McFarland for being the faculty representative.
- i. Numbers of students/teachers/classes have changed due to virtual academy.
- j. Plans to have small groups come in to school due to hearing, OT, vision, speech screenings and other testing. Some of the self-contained students will come in as well.
- k. Staff has been involved with lots of professional development, specifically with technology and safety/wellness mitigation. Teacher assistants and centers teachers will be helping grade level teachers in new ways.
- l. Teachers are connecting with families to validate email addresses/contact information.
- m. Andy shared information about tablet/laptop and important paperwork distribution which will take place on Friday. PTA will be there to share information.
- n. Virtual video is under construction. Should be ready by Thursday.
- o. If we need to get in the building, it is possible. Just make an appointment or check in advance.

## **VI. Vice President Fundraising Report**

**Katie Kunkel**

- a. Virtual fundraising conversation is on the table. Katie is brainstorming for a potential virtual fundraiser in November.
- b. Possible Snow Mania as a Spirit Night. Andy suggested Food Truck Fridays. Emily suggested a Disco Night. Menchie's too. Katie is brainstorming.

## **VII. Vice President Programs Report**

**Brittany Mills**

- a. Angela shared information about the Garden. Check out the pictures on the website. Angela will send another Sign-Up Genius to volunteer in the garden this year.
- b. Brittany will send Sign Up Genius for Helping Hands on behalf of Rachel Sleeth. Rachel plans to use the gift cards from King of Glory to purchase snacks for students that need them. The Backpack Program will be on hold while school is providing grab-n-go meals.
- c. Rachel said the PTA has school supplies left over so we can use them when needed.
- d. The board will handle hospitality. As school gets underway, more details will be shared.
- e. Kelly shared that membership collection will be solely online. Board is brainstorming ideas for potential drive start in October.
- f. Merchandise sales will be online this year. Emily suggested putting a button on the website for families to purchase.
- g. Reflections flyer will go out next week. The theme is I Matter Because ...
- h. Room parent planning will be addressed at a later date.
- i. Katherine plans to send a link to sign up for the Directory to go on the parent info Kristy will send out this week.
- j. Katherine brought up having a cardinal background for Matoaka students on Zoom.
- k. The board will plan the yearbook this year. Alisa will check with Candid for any ideas.

## **VIII. New/Unfinished Business**

## **IX. Adjourn 8:39 pm**