**PTSA Board Meeting Agenda**

**Sept. 21, 2020, 1:30-3:00pm via Zoom**

**Attendees:** Trisha Marshall, Mary Brown, Ali Bligh, Bisa Meek, Mary Vickers, Allison Sweeney, Albert Kim, Sarika Sikka, Bettina Vuong, Marcia O’Donaghue, Mei Atangan, Nicole Anderson, Alexandra Norton, Tod Wood

**Not Present:** Teresa Fagan, Erica Marulanda, Courtney Holmes

**Topics**

1. **Dr. Wood Update**

**-**Discussion re: Return to School – Questions re: % of those who want to return or stay on-line, Re-polling of students, Teachers willing to return

1. **PTSA President Update –** Trisha
	1. Membership – Christine McClure has agreed to chair
	2. Room Reps – Helen Gray-Schnase
	3. Communications – Tammy Chin
2. **Outreach Update –** Marcia & Bettina
	1. 12 New Families; creating goody bags and scheduling zoom and in-person get-togethers to welcome
	2. Book Cart: Marcia building a mobile book cart that will sit outside school 24/7 as a lending library; book drive will happen to collect books
	3. KinderConnect activities on calendars and proceeding
3. **Programs –** Bisa & Albert
	1. Costume Carnival / Fundraiser Idea - Oct. 30 there will be a Halloween Parade through the bus loop featuring jack-o-lanterns, candy delivery, interactive portion; Peter O’Donoghue chairing; will include a community outreach element - suggestion made to collect for families at our own school vs food bank (grocery gift card and/or food)
	2. Arts Update – Sam Condiotty – Randi Belcher has withdrawn kids - putting together plan to bring art curriculum to kids
	3. Priority Programs (Family Experiences, Book Club, Production, Awards, Cooking/Baking Club)
4. **Budget Discussion –** Mei & Ali
	1. EVP Donation Total close to what was budgeted (approx $3700)
	2. Review Proposed Changes for Final Budget Vote at General Membership Mtg. Next Week – 4 Line Item Changes – See Attached Budget
	3. Grant Request – Author Visit + 2 Others to be handled thru Subscriptions, including Raz Kids
		* Author Visit – All Grades + Personal Narrative for 4th/5th Grades
			1. Approved – Tod Wood, Seconded – Bettina Vuong
5. **Auction Update –** Nicole & Sarika
	1. Winter Auction Dec. 7-12
	2. Spring On-line Auction – TBD – March (specific dates TBD)
	3. Gala – May 15th
	4. Thanksgiving Event – Pie/Wine/Ice Cream
6. **Administration**
	1. Financial: Check Request Process – Mei & Ali
	2. Volunteer Positions – Any needs?
	3. Training – Status – Trisha sent reminders to those who still need to complete
	4. SOA (Standards of Affiliation) – Mary
		* Upcoming “To Do” – Treasurers to file 990 / PY Taxes
	5. Confirm Completed – Bank Signers Change - Completed
	6. Equity and Inclusion - Trisha