**PTSA Board Meeting Agenda**

**May 17, 2021, 2-3:30pm via Zoom**

Attendees: Trisha Marshall, Mary McGuire Brown, Allison Sweeney, Ali Bligh, Erica Marulanda, Albert Kim, Betting Vuong, Bisa Meek, Mei Atangan, Mary Vickers, Marcia O’Donaghue, Tod Wood, Nicole Anderson, Sarika Sikka

**Topics**

1. **President’s Update – Trisha**
   * School Supply Kits – Grade Level teachers will agree to what supplies are needed for each grade level & parents can either order kits to be sent to school/home or to shop for supplies on their own, as they used to do prior to collecting school supply fees
   * ISF – Student Academic Grants – K-12 – Can apply for up to $500 to help with learning loss
2. **Principal’s Update – Dr. Wood**
   * New puppy this weekend
   * Auction was a success! Thank you to Nicole & Sarika!
   * Many kids at school not feeling well – including 3 classes moved today. No COVID cases on campus so far. Attributes this to no longer being in isolation & more sports/activities without masks.
   * Wednesday – Principal Chat – Ideas: RIF/Recall, Nicole & Bisa working on communication to urge parents to re-register now if coming back to help with numbers/staffing, Insight on the fall
3. **Auction Update – Nicole/Sarika**

* Preliminary Look - $162K, RTP open thru next week, $35K Expenses
* 2023 Dates – New chairs can reserve Hyatt starting in Oct., Have 4 potential dates Matt Lorch is available

1. **Treasurer Update – Ali/Mei**
   * 2020/2021 Review
   * 2021/2022 Budget planning process
   * Proposed Allocation
   * Get expense receipts in ASAP!!!
2. **Programs Update – Albert/Bisa**
   * End of Year Celebration – Need to plan for in person & remote groups
   * 5th Grade Celebration - 9:30 am Wednesday, June 16th – Possible drive-thru parade the next day for all, Wanted them to spread out grades to give teachers more time with students, Hope to give parents info within 10 days, School end of year events to be in eNews this week
3. **Ways and Means Update – Teresa/Erica**
   * Will not be doing Book Fair this spring & will do again in the fall
4. **Outreach Update – Marcia/Bettina**
   * Ms. Berry Farewell – Setting up box for notes from students to Ms. Berry
   * Cards to be coordinated for 2 retiring & 12 RIF teachers to be signed by board members
   * Angel Programs – Marcia spoke to IVE & Liberty – Will work to set up accordingly
   * LionBrary – To put back out with surplus of books
   * Flowers – Will look to update & possibly offer community service hours to middle schoolers to help out
5. **Volunteers Update – Allison/Mary**
   * Teacher/Staff Appreciation went well, Volunteer Video – Mary V working on script to send to all board members & auction Co-Chairs – will get out within next week with 3-week deadline
6. **Calendar Review**
   * June – Budget finalization; EOY Celebration; final General Membership Meeting
7. **Administration**
   * ISF News – Student Academic Grants
8. **Key Upcoming Dates**

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| **Wednesday, May 19th – 6:30 pm** | Principal Chat |
| **Thursday, June 3rd** | Materials Pick-Up for Remote Students |
| **Monday, June 7th – 6 pm** | PTSA Board Meeting |
| **Monday, June 14th – 6:30 pm** | PTSA General Meeting |
| **Thursday, June 17th** | Last Day of School |