

Proctor Elementary School PTA Association Minutes

1 December, 2020; 6:30-8:00 pm

Zoom virtual Meeting

Executive Members present:

Jillian Cardona- President;

Nripesh Dhungel- Executive Vice President; excused absence

Emily Hull- Secretary;

Tina Pyles- Treasurer;

Sarah Micek- VP of Programs;

Ebony Omegalah- VP of Fundraising;

Ben Fendel- VP of Communications and Technology;

Brad Pyles- VP of Community Enrichment;

Dayna Aragon- Financial Secretary;

Sarah Rees- Parliamentarian;

Heather Ghereben- Principal;

Lori Winfrey – Teacher Representative; not present

Called to order at 632 pm with quorum

1. Review Agenda, Pledge of Allegiance, Review Mission statement
2. Review of Meeting Minutes from 10 November, 2020
 - a. **Pass minutes as presented**
3. Financial Reports
 - a. Starting Balance at BofA (as of 11/11/2020) \$56404; \$1165 deposits; checks cleared of \$926; Ending Balance at BofA: \$56644 (as of 12/1/2020)
 - b. **Motion to release funds for release of fund for upcoming bills \$2264 by Ben Fendel, seconded and approved by polling**
4. Executive Board Report
 - a. Reviewed and approved previous meeting minutes
 - b. Approved release of funds for bills
 - c. Approved canceling food distribution when rain is forecast
5. Principal's Report
 - a. Parent Academy: Eureka Math on 10/1, Social Emotional Learning Supports 10/22, Supporting Students Behaviors on 11/18, How to Support your Reader on 12/9
 - b. Reopening plan, continue on Purple Tier, planning continues, preparations continue, Cohorts will be announced for AM/PM (requests not being taken) either right before or right after Winter Break, Plan has been submitted to the district for:
 - i. Facilities and Operations
 - ii. Health and Safety
 - iii. Classroom instruction- models and schedules

- iv. Parents and the Community- how to keep everyone updated
 - c. Feedback will come from the district and will adjust as needed
 - d. Measure G- HVAC is still not complete, power upgrades are still in progress, Rooms 16-20 painting is started, Parking lot gate (district-funded) is getting fixed to be closed in the evenings (too many are using the lot and leaving trash, drug paraphernalia, etc.)
- 6. New Business- Call for Nomination Committee Volunteers
 - a. Seek out qualified nominees, need 3 and 1 backup (Sarah Rees will be a member as Parliamentarian)
 - b. Meet, then present the slate to the association
 - c. Secretary and Community Engagement positions will be available
- 7. Unfinished Business: PTA Student Mask Program with Tracy Mills, last year PTA provided funds to make masks, many masks have gone out to Proctor families, working on a supply to be provided when/if school goes back live, four sizes of masks, elastic can be re sewn as it breaks down over time
- 8. Programs/Fundraising
 - a. PAC one lesson on Degas has already gone out, many others are almost finished for added enrichment
 - b. Pies fundraiser, 33 pies sold, had to close sales \$107 in expenses, made \$717
 - c. Book fair, started already goes until 12/11, order early if for holiday books, last year \$11000 in Fall, \$1100 for virtual one in Spring, aiming for \$2500 for the reward level that brings, 25% of proceeds go to Proctor
- 9. Announcements
 - a. Tuesday 5 January, 2021 for Association Meeting

Meeting adjourned at 717 pm