

# **Parent Teacher Association (PTA) Meeting Minutes**

**8/26/2025**

## **Handouts:**

- Budget for SY26
- Agenda
- Treasurer's Report
- Announcement of BBQ
- PTA Sign-up List

## **1. Approval of Minutes**

- No previous minutes were available for approval.

## **2. Welcome of New Members**

- Introductions of PTA board and attendees. Representation from all grade levels was present.
- Grade-level representatives are in place for all grades except 11th.
- Grade representatives will serve as liaisons between the PTA and families. Randy suggested shared leadership by including a teacher representative.
- NM PTA requires paid members (\$11 fee). However, the group feels strongly that participation and voting should not be restricted to dues-paying members. Families may participate without paying, though membership dues can still be submitted and recorded, with a percentage directed to the state organization.
- Annie suggested sending membership information school-wide to encourage sign-ups.
- A minimum of six members beyond the board is required to approve proposals. The PTA may currently meet this number but encourages broader participation to ensure all voices are included.

## **3. Principal's Report (Randy Grillo)**

- Back-to-School Night had a strong turnout.
- The school operates as a public school but incorporates practices similar to private schools. Randy expressed appreciation for PTA support.

## 4. Approval of Financial Report

- The treasurer reviewed fundraising efforts; the raffle was the most successful.
- Beginning balance: **\$16,319.51**
- Review of anticipated expenses, including new budget lines:
  - Field trip fund (previously unanticipated, now included due to high costs).
  - Scholarships for experiential trips.

### Discussion Points:

- Suggestion to host cash bingo instead of basket bingo.
- The \$22,601 does not include the \$16,319 starting balance. The goal is to raise funds to cover expected expenses.
- Concern was raised that raffle tickets were advertised as supporting field trips for families who could not afford them. Leftover funds from the raffle are likely included in the starting balance.
  - Randy shared that all students who want to attend experiential trips are funded through donations. Currently, parents can donate to fund the trip of another student.
  - PTA has not previously funded Cottonwood trips.
  - Money donated goes to the general fund, rather than to specific grades. “Partners in Education” holds the funds for experiential learning.
  - Members requested more transparency regarding scholarship processes to ensure fairness and build trust.
  - Consensus: no additional money is needed for experiential trips at this time.
- Clarification: Per PTA rules, funds may only be raised for the general fund and not for specific purposes.

### Decision:

- Budget unanimously approved.

## 5. BBQ Planning

- Transition of BBQ leadership from Janeece to Donna and Ted.
- Flyer will include two QR codes: one for donations and one for BBQ volunteer sign-up. It will also state that cash donations are accepted to cover key expenses (e.g., meat).

- This year, families will donate items instead of assigning each grade specific contributions.
- Grilling will occur in the courtyard; eating will take place in the parking lot.
- Sustainability efforts: flyer will list links to “desirable” items such as wooden silverware and paper plates.
- BBQ grills need to be cleaned (Randy and Ted will coordinate).
- Teachers are invited to enjoy the event rather than organize it.
- Flyer will be translated into Spanish.
- Additional idea: invite parents to provide music.

## **6. Matters from the Board / Open Discussion**

- PTA agreed to meet every other month.
- PTA will improve communication and create a calendar of events.
- • Further exploration is needed regarding how grade representatives will obtain emails to communicate with families
- Discussion about creating an open forum or directory for families to advertise services (e.g., babysitting). Options include the PTA website.
- Roxanne previously managed a PTA Facebook page; there was discussion about re-creating it.
- Communication: Members confirmed they are receiving emails via ManageBac (through Kayle). For BBQ communication, the best methods will be flyers handed during pick up time and ManageBac messages.

**Meeting Adjourned**