

Laurel Ridge Elementary School PTA General Membership Meeting

Tuesday, August 28, 2018, 6:00 PM, Laurel Ridge Elementary School

Meeting called to order by PTA Co-President Mara Block at 6:00 p.m.

A quorum was reached.

Mara reviewed parliamentary procedure.

Minutes from general membership meetings on 4/17/18 and 8/1/18 were distributed.

Motion was made by Lindsay Wolf to approve the April meeting minutes. Emily Burbank seconded. Membership voted without objections to approve minutes. Motion carried.

Motion was made by Maria Davila to approve the August meeting minutes. Liam Strain seconded. Membership voted without objections to approve minutes. Motion carried.

Treasurer's Report

- PTA is not a fundraising organization, but an organization to support the faculty and students. One goal for the year is to spend down the accounts.
- Accounting was restarted on August 1. A financial audit was completed. PTA is required to undergo an audit each year to be accountable to membership. Must have 2 signatures on each check.
- PTA Treasurer Brendan Kretschmar will provide statement at each meeting. Contact him with questions at PTAtreasurer@laurelridgeelementary.com.
- Motion was made by Lindsay Wolf to approve the audit. Joey Wilkinson seconded. Membership voted without objections to approve audit. Motion carried.

Business

- **Budget:** Budget and Finance Committee looked at past 5 years' records of what was spent and what we expect to spend. Budget is a document that prioritizes what we want to do as a group. This is a best guess and we can amend it as needed. Proposed budget would spend about 43k of 70k. Plan is to spend it down over a couple of years. Good idea to keep reserves in the bank in case of disaster, keeping 5k in savings year to year. Anytime the budget needs to be changed, we can do that at a special meeting or a regular PTA meeting. 2/3 of the quorum needs to vote to pass a proposed budget amendment.
 - A parent inquired if all budget items that were already approved last year are included. The answer is yes.
 - A parent inquired if the Building and Grounds budget can be used to fix the AC. The answer is no: there is a distinction between PTA jurisdiction and school/ district jurisdiction.
 - A parent inquired if a foundation is a possibility. Answer: The Executive Committee can't take this on this year but looking at it for next year. However, a group of parents can start looking into it if they wish.
 - A parent inquired as to how we make money if we aren't a fundraising organization. Answer: our purpose isn't solely to make money. We do need fundraisers and spend money on things that fall in line with the PTA mission. National PTA guidelines recommend one fundraising event per 3 PTA events. For example, the picnic is not a

fundraising event. It is a PTA event we happened to make money on this year. Mara read a passage from bylaws stating the mission of PTA.

- Of the \$10 dues, \$3.25 goes to state PTA and \$1.75 goes to national PTA. The rest goes toward classroom support for all students.
- Motion made by Lauren Haws to approve budget. Nilsa McLeod seconded. Membership voted without objections to approve budget. Motion carried.
- **Previously-approved budget expenditures:** Executive Committee recommends that we pay for the following already approved expenditures: \$3500 for acoustic tiles, \$4700 for LED sign to go by gym.
 - Motion made by Kelly King to approve these purchases. Brandon Henson seconded. Membership voted without objections to approve these expenditures. Motion carried.
 - The following items were already approved and spent from 2017-18 budget: \$1900 for new playground mulch, delivered in July; \$2500 for art supplies for Ms. Hanna; \$5000 for E library for Ms. Genco. Teachers will send us photos so we can see how money is being used.
- **Executive Committee accomplishments:**
 - EC met 5 times over the summer.
 - Got re-chartered and restored 501c3 status.
 - Distilled 40 committees into 7.
 - New website: PTA run site that links to the school site. Updated weekly with newsletter, signups etc.
 - Implemented new database and communication tool: My School Anywhere. MSA has rosters, communications, volunteer signups.
 - Some changes: PTA no longer in charge of planning field trips, assemblies, 5th grade activities. We will help and support, but the school will take the lead.

Committee Reports

- **Membership** (Mara Block): 245 paid members including parents, staff, faculty, neighbors, supporters, guardians. LRES PTA on track to receive GA PTA Pacesetters Award. Anyone who is interested in joining the committee or has an idea for something the committee should be doing should contact them.
- **Fundraising** (Stephanie Bialek)
 - Fundraising information is in the membership packet; be sure to check easy money reference guide.
 - Spirit Nights: Athens Pizza 9/25. Taqueria el Vecino 12/6.
 - Book fairs and silent auction being scheduled. Volunteers contact ptafundraising@laurelridgeelementary.com.
 - Emily Burbank trying to lock down a date for the auction. Possibly March 2, April 13 or April 27. Volunteers contact laurelridgeauction@gmail.com.
- **Communications** (Leigh Hopkins)
 - Purpose of committee is to facilitate effective communication.
 - Leigh or Maria Davila available to help with My School Anywhere questions. The more people who use it, the easier and more effective it will be.
 - Other communications initiatives include: Google Calendar, PTA Facebook group, newsletters (weekly plus a bigger end of month newsletter distributed as hard copy), translating materials, developing style templates and a new PTA logo, coordinating all the messaging between PTA, school, district, and families.

- **Family Engagement** (Brandon Henson)
 - Brandon is committee chair. Anna Watson is room parent coordinator. Goal of this committee is to create experiences for everyone to enjoy and get to know other families.
 - Picnic was a great success. Thanks to Melton's and Phiddipides for sponsoring.
 - Fall festival, spring dance, book fair coming up. Will need lots of help for fall festival.
 - Sarah Brosnan planning book fair and will have final dates to share soon.
- **Student Engagement** (Brittany Sanders): This committee formerly handled after school clubs, assemblies, field trips, 5th grade activities. Since we are handing a lot of that over to the school, committee is in flux right now. Volunteers will be contacted as opportunities arise.
- **Building and Grounds** (Lauren Andrews)
 - Goals are improving the school facility to encourage student achievement and supporting Ms. Schrock in maintaining a safe and fun environment. This initiative includes plans to partner with principal, DCSD, Public Works, teachers, students. Committee is seeking not only funding, but time investment into enhancing school facility.
 - Working on getting priorities in order, collaborating with Ms. Schrock and Regional Superintendent Trenton Arnold to validate the list. PTA and student feedback also requested. Survey will be sent out soon.
 - Priorities include: sign, acoustic tiles, interior and exterior paint, community care closet, outdoor classroom, garden area and courtyard, better use of outdoor space for the older kids, general cleanup items.
 - Saturday workdays: September 8, October 13, November 3. All community members welcome at workdays.
 - Any resources would be appreciated—business connections, grant writing, extra tools.

Principal Advisory Council Report

Lindsay Wolf, chair: PAC collaborates with principal and a dedicated group of community members to create a positive school environment, including the physical condition of the school-- summer camp, HVAC issues, etc. They are currently seeking 3 council members for upcoming 2 year term (September 2018 to September 2020). Meetings are open to all community stakeholders and mandatory for council members; dates will be posted at least 7 days in advance.

Principal's Update

Ms. Schrock discussed events of her first few weeks as LRES principal. Arrival and dismissal procedures have improved. Car riders now dismiss from cafeteria. HVAC is at the top of her list and she is reporting daily to Arthur Kinder, DCSD Director of Operations. There are over 520 students schoolwide with new students enrolling weekly. Kindergarten class sizes are very big and the district is aware of concerns. Parents can also directly contact Trenton Arnold at Trenton_Arnold@dekalbschoolsga.org with concerns. Ms. Schrock will let us know as soon as she hears anything definitive. Parents can reach out to teacher if they would like to volunteer to help out in the classroom. She has asked staff for 48 hour return on communication and asked that parents follow up and copy her if that doesn't happen.

Meeting adjourned at 7:34 p.m.