**Laurel Ridge Elementary PTA General Meeting Agenda**

**August 16, 2023** / 6:30 PM / Inperson and Via Zoom

**Call to Order, Welcome and Housekeeping**

Jarrett Jackson (Co-President) called the meeting to order at 6:40 pm

Quorum met

**Agenda**

**Old Business**

1. **Introduction of New Executive Committee Members**
   1. Co Presidents: Jarrett Jackson and Laura Cline
   2. Co Vice Presidents: Brooke Dailey and Katie Dod
   3. Treasurer: Yen Tang
   4. Secretary: Lauren Barineau
   5. Parliamentarian: Joanna Carr
2. **Approval of Past Minutes**

* Lauren Barineau (Secretary) moved to approve the minutes of the last meeting 4/25/22.
* Hearing no objections, LRES April 25, 2023 General PTA Meeting minutes have been approved as distributed.

1. **Approval of Audit Report**

* Yen Tang (Treasurer) explained that the 2022-2023 Audit was completed with no issues found
* A motion to accept and file the audit report as written passed unanimously

**New Business**

1. **PTA Committee Plans for the Year**
   1. Budget and Finance committee:
      1. Katie Miller is the chair, Yen Tang is the Board Liaison
      2. Responsible for developing budget
   2. Buildings and Grounds
      1. Chair: Jessica Hickinbotham
      2. Plans for the year include: new picnic tables for playground, Koi pond maintenance, murals, shade trees
      3. Look for sign up genius on Facebook, ie, clean up days on weekends
   3. Communications Committee
      1. Chair: Mandy Betts
      2. Facebook group, biweekly email newsletter, Givebacks for PTA Communication, Google calendar and website
      3. Seeking more volunteers, meeting on Friday at 12:30pm, especially if you know how to use Mailchimp to support the Eagle Flyer
      4. Reach out with questions regarding the use of Givebacks
   4. Community Outreach and Support
      1. Chair: Anglea Ballard
      2. Backpacks are sent home each week for kids who need food support over the weekend; Angel Tree over holiday break for families who need support with holiday gifts.
      3. If you need support, connect with Ms. Wierwille
      4. Email [ptacommunitysupport@laurelridgeelementary.com](mailto:ptacommunitysupport@laurelridgeelementary.com) if interested in volunteering
   5. DEI Committee
      1. Chair: Donna Troka and Andre Hopkins
      2. Seeking to develop DEI strategies for this year to ensure activities are inclusive and equitable; review policies of school
      3. Professional development for faculty and staff
      4. Distribute resources to staff and community at large
      5. Upcoming meeting on Aug. 25th
   6. Family Engagement
      1. Chair: Donna Troka and Janine Hanna
      2. Movie Nights (Sept. 22nd and March 4th) , Coffee Talk, Welcome Back Picnic, Walk and Roll (Oct. 4th), International Night
      3. Fall Festival, Nov. 4th, 11am - 2pm, please volunteer if able
   7. Fundraising
      1. Board Liaison: Yen Tang
      2. This year is not necessarily one fundraising committee, but instead breaking up and designating responsibility to different folks (i.e., Fall Fundraiser, Spirit Wear, Book Fair, Spirit Nights, etc)
      3. Treasurer is key point person to contact ([ptatreasurer@laurelridgeelementary.com](mailto:ptatreasurer@laurelridgeelementary.com))
      4. Andy’s Custard is the first Spirit Night on Aug 30th
         1. Katie Dod is currently leading Spirit Night efforts
      5. Spiritwear pre-orders will be available on Wednesday, Aug 23rd. Can order online by Sept. 4th.
      6. Fall Fundraiser will be Sept. 18th through Oct. 4th
         1. People will be able to donate through Givebacks
         2. Higher percentage of money raised
      7. One book fair in the Fall and one in the Spring
      8. Penny Bowl will be in the Spring
      9. Sponsorships can happen anytime
   8. Student Activities and Enrichment
      1. Since we saw needs separate from Angel Tree and Backpacks, after school enrichment activities were pulled apart to a separate committee.
      2. Current activities include: chess, soccer, dance, etc.
      3. Chair is vacant, if you’d like to volunteer email Laura Cline at [ptastudentenrichment@laurelridgeelementary.com](mailto:ptastudentenrichment@laurelridgeelementary.com)
   9. Staff Engagement
      1. Chair: Lauren Barineau
      2. Support teachers through meal provision, staff appreciation week, restocking staff lounge, funding mechanisms for teacher reimbursements
      3. Dinner will be provided this Thursday provided for curriculum night
   10. STEM Committee
       1. Chair: Justin Burton and Megan Fuller (Justin chairs the Science Club
       2. STEM Committee requires community partners through local STEM professionals
       3. Planning to create Brown Bag Science Kit, budget request was made to support this activity
       4. Ask a Science Professional on the local announcements
       5. Seeking volunteers to be on the committee, Justin can be reached by email via [Justin.c.burton@gmail.com](mailto:Justin.c.burton@gmail.com)
   11. Yearbook
       1. Chair: Chantal Luncheon and Cylinda Parga
       2. Investigating other options to ensure we have the best
   12. Coordinators
       1. Lost and Found
       2. Coordinator: Michelle Allen
       3. There will be a 3 month window to get student’s things.
          1. At the end of every month it will be cleared and an attempt will be made to find students.
          2. Two more months in the bins, and then at the end of two additional months, it will be donated.
          3. Please label children’s clothes!
       4. Room Parents
          1. Coordinator: Julie Wooten
          2. Needs for room parents: 2 per class
          3. 1 more for Walker, Kouranos, Cohen, McKenzie
          4. Ms. Carrol’s class has no room parent
          5. Essentially a 2 year commitment; most of what occurs is communicating with teacher directly and sharing it with other families
   13. Please complete the volunteer survey to get involved in the way you’d like to be. <https://docs.google.com/forms/d/e/1FAIpQLScUQJ3ikhykwmr2n0Yzwov7YNzBZqC5j7zCMVde30A0Vik2tg/viewform?usp=sf_link>

**Committee Plans Approval Vote**

* Committee Plans were unanimously accepted by the Executive Committee

1. **Treasurer Report and New Budget Presentation**

* **Budget Overview**
  + Beginning Balance 8/16/23: $39,170
  + Proposed Expenses: $75,376
  + Projected Income: $52,422
  + Proposed ending balance for 5/31/2024: $16,236

**Budget Review and Approval Vote**

* Discussion focused on clarifying differences from earlier budget sent to membership and budget presented today; the difference between the proposed expenses and the projected income due to the overage in the account and returning to $15K, and the large scale project line item to be spent this school year.
* The motion to approve the proposed budget for the 2023-2024 school year passed unanimously.

1. **PAC Presentation by Lauren Haws**

* PAC Members are elected in rotating 2 year cycles. Currently in candidate declaration period right now.
  + Declaration window is open until Friday, the 25th, candidates will need to prepare a bio. Form is here: <https://www.bigpulse.com/179344/register>
  + PTA Meeting on Sept. 19th, PAC candidates will be able to present to PTA
  + Voting is done online, new candidates will be in by October
  + Contact Lauren Hawsl at [laurenhaws@gmail.com](mailto:laurenhaws@gmail.com) if you have questions

1. **Principal’s Report by Ms. Hartman**

* **Building Updates**
* The building has updated this summer:
  + All windows have been replaced; still waiting on some glazing on specific windows
  + Interior of building has been painted
  + Add the project of a new fronts to the restroom stalls
* All other major county projects will be included in the weekly Dojo message, including new roof, HVAC and new lighting
* This past summer we had a staff member pass away; we now have an opening for a Kindergarten co-teacher, and spot is being filled internally
* **General Communication**
* Working to send out weekly reports on Sundays; if you receive a message from Ms. Hartman during the school day, it is urgent so please review it
* Please review HPRIDE as the expectations for DeKalb County employees; reflects the values of the county: <https://dekalbschoolsga.blob.core.windows.net/wpcontent/2023/07/h-pride-values.pdf>
* **Curriculum**
* Ms. Hartman reviewed the overarching goals of the school this year using the foundational pyramid emphasizing safety, sense of belonging, and academic success.
* The CSIP’s biggest focus is on literacy, Ms. Hartman is committed to making sure teachers can communicate with families regarding the top things students should be learning in various subjects. This will ensure that families have tools to be able to understand whether or not their child is being successful.
* There are new math standards; focus on students developing math sense and understanding math frameworks and problem solving in the real world.
* On Fridays the school runs an adjusted scheduled for students to receive 30-45 min of social-emotional learning in their homeroom class. This is provided through the Second Step program.

**Adjournment**

* Meeting was adjourned at 8:10 pm

**Upcoming Events**

**\*see PTA calendar**

<https://www.laurelridgeelementary.com/calendar>

**PTA General Meeting Dates for the Year**

* Sept. 19th
* Nov. 14th
* Jan 16th
* March 12th
* April 16th

**Upcoming Dates**

* Curriculum Night- Aug 24, 2023at 6:30 pm
* Board of Directors Meeting- August 29, 2022 at 6:30 pm
* Spirit Night, Andy’s Custard - August 30, 6-8pm
* Principal’s Coffee Talk - Friday September 1, 8:30am
* Labor Day (School Closed)- Sep 4, 2023
* PTA Executive Meeting: September 12, 2023 at 6:30 pm
* Fall Fundraiser begins - Sep 18, 2023
* PTA General Meeting- Sep 19, 2023 at 6:30 pm
* Fall Movie Night - Sep 22, 2023gather at 7:00 pm; movie to start 7:30-7:45 pm.