**Freedom Elementary School PTA**

**Meeting Minutes, October 6, 2022**

**I. Call to Order**

Virtual meeting. Lori Coon, Co-President, calls to order the virtual meeting of the Freedom PTA at 6:30 p.m. on October 6, 2022. June Minutes approved

**Attendance**

The following individuals are present at the meeting: Jane Castner, Allison Steele, Melissa McGuinness, Karice Parada, Jessica Smith, Stephanie Otterson, Justine Sillers, Liz Rosenberg, Alejandra Zecena, Brandi Blevins, Cindy Taylor, Dina Hennessey, Beth Currence, Gayle Travi, Samantha Biddle, Julie Brown, Kara Copley, Katharine Farrar, Kaye Weaver, Lauren Taylor, Max, Sickels, Rahul Chaudhary, Sean Brown, Sherry Hanson, Trish Whitty, Stephanie Kichner, Lauren DeWitt

**III. Old Business Review**

1. Spirit night earnings(Lauren): Chic-Fil-A -$400 & $79.00, Bupperts-445.00, School Kits-$503.23, Mod Pizza-$139.24
2. End of Year Party – Very successful. Looking for other options for next year to host more people. Asking people to email with suggestions.
3. Trex Benches – 3 (8ft,) benches have been ordered, they are in and will be delivered soon.
4. Back to School Bash – Thank You to Kids After Hours for a very successful event.

**IV. Board Reports**

1. Allison (VP) – Working on “standard operating procedures” to help streamline activities, fundraisers, etc. Hoping to have documentation on how things have been done in the past by others (as references).

B. Principal report: Jessica Smith:

1) Happy to be back to a normal start to the year

2) The first month has been working on rules/routines

3.) Thank you for the staff breakfast/treats

4.) Upcoming School based fundraiser – Art to Remember which will take kids artwork and turn them into gifts

5.) Note was taken that last year’s school based fundraiser was not well received, however it did bring in over $5,000 to help support our teachers and add more subs.

C. Mrs. Castner: Grateful for the Staff Lounge updates (new microwave/toaster oven, the little touches are much appreciated. Thank you to all the volunteers. The teacher closet looks amazing, thank you so much. Plans to update the inventory for replenishments.

**V. New Business**

A. Review of voting procedures –

1. Please go to the website to cast your vote.
2. You must be a member of the PTA in order to vote
3. Lori presented the amendments made to the Bylaws:

* b. Officers shall be elected at the annual general membership meeting in the month of \_\_\_June\_\_\_\_\_\_\_.
* c. The nominating committee shall nominate an eligible person for each office to be filled and report its
* nominees to the general membership at least ten (10) days prior to the general membership meeting in \_\_\_
* \_\_June\_\_\_\_\_\_, at which time additional nominations may be made from the floor.
* e. represent this PTA/PTSA at all council meetings or send an alternate (this was deleted)
* Section 5. Upon the expiration of the term of office or in case of resignation, each officer shall turn over to the president, within fourteen (14) days, all records, books, and other materials pertaining to the office, including logins and passwords, and shall return to the treasurer, immediately, all funds pertaining to the office.
* elect the nominating committee.
* utile the Freedom Elementary PTA shared Google drive for all information and documentation pertaining to Freedom Elementary PT at minimum, 2 board members will have separate log-ins for each monetary account.
* Configure website to automatically send activity report to board@freedompta.org either on immediate or daily basis.
* Section 5. Regular meetings of the board of directors shall be held during the year, the time to be fixed by the board of directors at its first meeting
* Section 1. At least \_\_\_5\_\_\_ general membership meetings of this local PTA/PTSA shall be held during the school year. Dates of meetings shall be determined by the board of directors and announced at the first general membership meeting of the fiscal year.
* Section 7. All meetings can be in-person or virtual (on-line) or hybrid.
* ARTICLE XII Council Membership-Section 1 & 2 were deleted.

There was a question brought up about the turnover of the board in June and if this would allow enough time for the new/old board to meet. Lori assured that the board continued to meet over the summer and that this should not cause a problem.

1. Review of Budget (Rahul)

* Went over the proposed budget for this coming school year. We will now be putting items into “Broad Categories” which makes it much easier to track incoming/outgoing money.
* Teacher reimbursements was raised from $100 to $150
* Surplus expectation of $11, 750
* Must be a board approval for changing any of the categories
* Brick installation – 2 companies submitted to CCPS. $10,000 in the budget for install. Voting will take place at next meeting for which company.
* Poster maker - $1,200
* Executive board must vote on any changes in the budget over $250 and anything over $500 must be a member vote
* Budget was approved to go to vote

1. Future PTA meetings – Members to vote on whether meetings should be

* In person
* Virtual
* Hybrid

1. Voting for Bylaws and Budget – Freedom PTA website

* Budget passed with %100
* PTA Meetings: in person – 2, Virtually – 6, Hybrid – 5
* Bylaws – 9 votes for yes, 4 votes for no

F. Membership Drive – ends on 10/28, party for the class with the most participation

G. Crayon Estimation Jar: Ethan Sternberg won a basket of goodies with his guess of 96 crayons

H. Ceiling tiles: School has ordered 20 new ceiling tiles to be painted for the 3rd, 4th, and 5th grade hallways. We will be looking for volunteers to paint the tiles.

**V. Committee Reports**

A. Upcoming Spirit nights (see below)

B. School Store: new items have been added (hair bands, new shirts, stickers, etc.), new designs for items for the holidays, let Allison know if there is anything you want to see, we are transitioning to a new logo, there will be new prizes for teachers to give out.

C. Liaison report: There is still a need to fill several Liaison positions for this year (Birdsall/Von Paris, Peterson, Huy, Lenz, Mrs. Gregg). Karice is updating Liaison site and will send additional information soon.

D. Trex Program: Congratulations to FES for winning the new bench. Such positive feedback on the program that we plan to do it again. If we win another bench, the plan is to donate to a school in need (possibly Carrolltown). Magnets should be going home with kids this week. We have collected 330 lbs for the month of September. Possible re-launch of the Environmental club and getting the word out about where to recycle plastic.

E. Fun Run (Trish) – over $19,000 raised so far, with a goal of 425,000. Fun run is scheduled for 10/28 and everything is “running” smoothly.

F. Fall Food Drive – Wesley Freedom Church food pantry. There will be a family to adopt with a sign up for $5 donations to go toward to a meal from Bob Evans.

G. Veterans Day Celebration – 11/14, email to go out soon with details

**VI. Kids After Hours**: (Sean and Max) –

* Both were very thankful for welcoming them to FES and they are looking forward to helping with many more school events. They would like to help FES with future fundraisers to help support the school
* Upcoming event – “Kid’s Night Out” Parents can drop kids off for care from 6:30-9:30 pm. This is open to all kids at the school and more info will be coming soon
* They would like to give donations (summer camp, etc.) for any upcoming events.
* Please let parents in the program know to reach out if there is anyone in financial need.

**VII. Open to the membership** – no questions or comments

**VIII. Adjournment** – 7:35 pm - Passes unanimously

**Oct Calendar**

Sept 30th -Oct 23rd Bupperts Fall Sale

Oct 3rd Chick-Fil-A Spirit Night

Oct 6th virtual PTA meeting 6:30-7:30pm

Oct 12th Fun Run T shirt orders due, (no late orders will be accepted)

Oct 18th New York J & P Pizza Spirit Night 10:30am -10pm

Oct 28th Fun Run

Oct 31st PTA membership Drive ends

Oct 24th - Nov 18th Fall Food Drive

**Minutes submitted by Karice Parada**