LCTA PTA

# Executive Board Meeting

* **Date: 03/09/2020**
* **Time: 8:00 am – 9:30 am**
* **Location: LCTA Library**

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| **Agenda Topic** | **Presenter** | **Discussion Notes** | **Action Items** |
| **President’s Report** | **Katie Palavecino** |  |  |
| * Upcoming Schedule/Events |  | Book Fair Pizza night – Tomorrow!  Science Night and Animal Benefit upcoming |  |
| * 2020-2021 Executive Board |  | Slate to be voted on at Memorial Assembly |  |
| * International Night Update |  |  |  |
| * Next Meeting (04/20/2020) |  | Post Spring Break |  |
| **Executive Vice President** | **Melissa Carstens** |  |  |
| * After School Programs |  | Meeting Thursday at 2:45 pm to look at programs for next year (First Lego League, Rosie Riveter) | Potential for staff and parents to offer programs in the future. |
| * Yearbook |  |  |  |
| * Class Photos Update |  | Went home mid-February |  |
| * Spring Musical/Animal Benefit |  | March 31 – would be helpful if PTA could reach out to community to solicit ads for the program or items for silent auction (6:00 pm, prior to the show) PTA to have a table outside school for a couple mornings prior to the event.  Should we do the Art contest again? Send out a flyer like last year (not taking class time) | Will we open silent auction outside of the actual night? May have a broader audience if we can release list or take online bids. Melissa to research. |
| * Uniform Locker |  |  |  |
| * School Tours |  |  |  |
| **Treasurer’s Report** | **Matias Palavecino** |  |  |
| * Financial Updates |  |  |  |
| * Budget Additions for International Night |  | Add $1,500 for International night and $1,000 for two additional assemblies |  |

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| **Secretary** | **Margaret McKinnon** |  |  |
| * Directory Status |  | Online update published early February. |  |
| * Minutes |  |  |  |
| **Fundraising** | **Whitney Williams & Michele Clementi** |  |  |
| * Book Fair 2019-2020 |  | Starts today! Need additional help Friday for tear down and clean up – move to earlier time.  Teacher wish list boxes are set up.  Golden tickets for students (Dr. Zissios creates list – PTA funds)  Add a donation jar to fund “sponsor” books. | Online option as well – free shipping with $25 order, |
| * Legacy T-Shirts |  |  |  |
| * Progressive Dinner |  | May 30, Homes confirmed (Reed, Hopkins, McDonough), next planning meeting 03/11 |  |
| **Family Involvement** | **Sheila Kennett Johnson & Leslie Golden** |  |  |
| * Blessings in a Backpack |  | In great shape |  |
| * ROARS – form status |  | K-Club proposed by Courtney Marshall, club for kids to participate in community service projects – spoke with Ms. Bustard, potentially implemented next year. |  |
| * Garden Update |  | Kindergardners planting lettuce soon – May 15 date for strawberries and greens | Need volunteers for washing lettuce/prepping strawberries |
| * Student Artwork |  |  |  |
| * Tutoring |  |  |  |
| **Community Spirit** | **Brooke Lombardi & Marissa Sparacino** |  |  |
| * Teacher Birthdays |  |  |  |
| * K Grade Breakfast Recap |  | Thanks all for participating – breakfasts have been great! |  |
| * 3rd – 5th Breakfast (March) |  | March 18 |  |
| * Parent Social |  | Next parent social – winery? (more involved than typical local parent social) June 13 date open  Also potential: Lost Boy (Marissa St. Louis has a contact) |  |

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| **Marketing & Communications** | **Elena Aida &**  **Katie Attiken** |  |  |
| * Flyers Needed |  | Animal Benefit art contest |  |
| * Facebook Events |  | Up to date |  |
| * Parent Survey |  | Solicit feedback in planning for next year / bylaws update |  |
| **Strategic & Legislative Affairs** | **Janice Kupiec** |  |  |
| * General Update |  | Met with Chris Suarez 2 weeks ago, discussed tax increases for school, building capacity, etc. |  |
| * Next Meeting |  | March 26 |  |
| * Outdoor Learning Center Update |  | Met with Dr. Hart, new director of facilities, very positive meeting to begin the process of going through capital improvement budget. Will rework ACPS proposal submission based on that feedback and parent survey. Must work through flood mitigation issues before building anything. | Next meeting April 29 – review parent survey responses and formulate next steps. |
| * SRTS – Bike Rodeo |  | Potentially on a weekend? Could be a challenge as peoples’ schedules fill in the spring. | Decided to skip for this year. |
| **Principal’s Report** | **Dr. Zissios** |  |  |
| * School Updates |  | One retirement (Mrs. Vega) – replacement already found  HVAC to be replaced over the summer!! |  |
| **Teacher Liaison Report** | **Ms. Knoll** |  |  |
| * Faculty Updates |  | Just wanted to say thanks for Teacher Birthdays, it’s much appreciated!! |  |
| **Next meeting:** | Monday April 20, 2020 | **8:00 AM, LCTA Library** |  |

**LCTA PTA**

**Executive Board**

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| **Name** | **Role** | **Present** | **Absent** |
| Katie Palevecino | President | X |  |
| Melissa Carstens | Executive Vice President | X |  |
| Margaret McKinnon | Secretary | X |  |
| Matias Palevecino | Treasurer |  | X |
| Brooke Lombardi | VP, Community Spirit | X |  |
| Marissa Sparacino | VP, Community Spirit | X |  |
| Michele Clementi | VP, Fundraising | X |  |
| Whitney Williams | VP, Fundraising | X |  |
| Elena Aida | VP, Marketing & Communications | X |  |
| Katie Attiken | VP, Marketing & Communications | X |  |
| Sheila Kennett Johnson | VP, Family Involvement | X |  |
| Leslie Golden | VP, Family Involvement |  | X |
| Janice Kupiec | VP, Legislative Affairs | X |  |
| Dr. Patricia Zissios | Principal, LCTA | X |  |
| Brigitte Knoll | Teacher Liaison, LCTA | X |  |
| April Bryant | Member at-large | X |  |

**LCTA PTA**

**Upcoming Events**

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| **Date** | **Event** | **Start Time** |
| March 9-13 | Book Fair |  |
| Monday, March 9, 2020 | PTA Executive Board Meeting | 8:00 AM |
| Tuesday, March 10, 2020 | Book Fair Pizza Night | 5:30-8:00 PM |
| Tuesday, March 10, 2020 | School Tour | 8:30 AM |
| Wednesday, March 18, 2020 | Teacher Appreciation Breakfast |  |
| Thursday, March 19, 2020 | Kindergarten planting day |  |
| Thursday, March 19, 2020 | Science Night |  |
| Friday, March 20, 2020 | Women in History Assembly (3-5) | 8:30 AM |
| Friday, March 20, 2020 | Women in History Assembly (K-2) | 9:30 AM |
| Wednesday, March 25, 2020 | Uniform Locker open - before and after school |  |
| Thursday, March 26, 2020 | Legislative Affairs meeting | 8:00 AM |
| Friday, March 27, 2020 | Uniform Locker open - before school |  |
| Tuesday, March 31, 2020 | Lion King/Animal Benefit | 6:00-8:00 PM |
| Thursday, April 1, 2010 | Monthly teacher bday cards/gifts |  |
| Wednesday, April 1, 2020 | Uniform Locker open - before and after school |  |
| April 6-10 | Spring Break |  |
| Monday, April 13, 2020 | Teacher Work Day |  |
| Tuesday, April 14, 2020 | School Tour | 8:30 AM |
| Wednesday, April 15, 2020 | Teacher Appreciation Breakfast |  |
| Friday, April 17, 2020 | Wizard of Oz Assembly (K-2) | 1:15 PM |
| Monday, April 20, 2020 | PTA Executive Board Meeting | 8:00 AM |
| Tuesday, April 21, 2020 | ASP session 2 ends |  |