LCTA PTA

Executive Board Meeting

* **Date: 06/08/2020**
* **Time: 3:00 pm – 4:30 pm**
* **Location: Online Conference via Zoom**

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| **Agenda Topic** | **Presenter** | **Discussion Notes** | **Action Items** |
| **President’s Report – Outgoing** | **Katie Palavecino** |  |  |
| * Transition to 2020-2021 Board
 |  | * Thanks to everyone for all their hard work this year!!
 |  |
| **President’s Report – Incoming** | **Melissa Carstens** |  |  |
| * Thank you Katie!!
 |  | * Thanks to Katie for all her hard work during this unprecedented year!!
 |  |
| * Mission Statement
 |  | * We have the opportunity to set the tone for an inclusive environment. Would like to develop a mission statement that encapsulates goals and ideals for the year.
 | Be thinking about this – Melissa will reach out to get our ideas and start putting this together. |
| * Next Executive Board Meeting
 |  | * Monday, July 13 at 3 pm, Monday August 10 at 3 pm
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| * General Membership Meeting
 |  | * Wednesday, June 10 at 6pm
* Future Dates: July 15 (7pm), August 12 (7pm)
* Should we change start time of future dates to 8pm from 6pm?
* Ideas for topics and speakers: Plan to have a guest speaker at July meeting.
 | * Adjust general meeting start times per feedback received on the website.
* Topics: talking to kids around Covid, maybe dealing with Zoom fatigue, resources for parents? Maybe invite parents/other community experts to talk – staff not on 12-month contracts are off work as of June 22.
 |
| * Sprout School Supplies
 |  |  |  |
| **Executive Vice President** | **Brooke Lombardi** |  |  |
|  |  |  |  |
| **Treasurer’s Report** | **Matias Palavecino** |  |  |
| * Financial Updates
 |  | * PTA books close June 30; all receipts due June 19
* Audit will commence after the books close
* Should PTA funds be used for online resource payments? Dr. Z. – District does have some subscriptions, everything managed through Clever, so anything outside that needs to be cleared with ACPS.
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| **Secretary** | **Margaret McKinnon** |  |  |
| * 2020 - 2021 Membership Drive
 |  | * Should PTA move to a no-cost (or “pay-what-you-can” donation model)? We do owe dues to the national and VA state PTA, so we do need to cover those fees. Reach out to other local PTAs to see if this model works for other groups?
* Should we make the directory open and accessible to all (not just PTA members?) – as long as it is an opt-in model, we can do this.
* Minutes for general membership meeting posted to website and eRoars
 | Put a poll out on FB parents page to see if directory is a useful effort, should we continue to produce? |
| * PTA Bylaws
 |  | * Due for revision in January 2021.
 | Begin the process. |
| **Fundraising** | **Whitney Williams & Kim Stover** |  |  |
|  |  | * No updates this meeting
 |  |
| **Family Involvement** | **April Bryant &** **Alexis Doxey** |  |  |
| * 360 Inclusivity Committee
 |  | * New committee idea, would intertwine with Community Connect. Purpose to create an inclusive environment in our school where everyone feels at home.
* Goal of getting more families engaged with PTA (historically membership has been around 50%), we have great representation at some of our programs (like International Night), would be great to translate that to involvement with PTA.
 | May need more avenues than a survey to get feedback – can go out in Lions Tale, potentially emails or one on one conversations to get a greater reach. |
| **Community Spirit** | **Courtney Marshall & Marissa Sparacino** |  |  |
| * Teacher Birthdays
 |  | * All June birthday giftcards went out, Ms. Ricks thank-you notes
* July has 8 birthdays, Marissa reached out for an updated teacher list for next school year.
 |  |
| * End of Year Teacher Appreciation
 |  | * Please consider doing something for your teacher, but be aware that not all will be available for any in-person deliveries.
* Emails to room parents as well, if they want to organize.
 | Dedicated eRoar to go out to PTA members this week, announcement in Lions Tale as well. |
| **Marketing & Communications** | **Katie Palavecino** |  |  |
| * Weekly eRoar
 |  | * eRoar to continue through the summer, will have a section with resources as well.
 |  |
| * Facebook Communications
 |  | * Currently, admins approve posts – do we want to turn that off or leave on? Admins would see quickly and respond to inappropriate content. We will turn off approvals for now but reserve the right to re-engage should it be necessary.
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| **Community Connect** | **Katie Attiken & Elena Aida** |  |  |
| * Community Connect Program
 |  | * Sent an email last week with current matches, have gotten some really good feedback so far. We will keep the program open on a rolling basis, so board members who haven’t been matched yet will likely be in the future as more signups come through. The first wave had about 20 pairings.
 | * Maybe send a follow up in few weeks to check on those connections and solicit feedback.
* Can use these connections to build out the Inclusivity360 mission as well.
 |
| **Strategic & Legislative Affairs** | **Janice Kupiec** |  |  |
| * General Update
 |  | * Still exchanging emails with Chris Suarez. Will continue to try to connect.
* New ACPS budget released 06/05/2020, impacts are significant - $11.7M reduction in operating budget as well as hiring and salary freezes implemented. $103.7M allocated for high school project has been deferred. The city has indicated there will be additional cuts in the next budget cycle as well. This will likely affect our Outdoor Learning Center project.
* Dr. Hutching and school board to host a zoom meeting regarding Project 2025 tomorrow to discuss plans.
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| * PTAC Meeting
 |  | * Next PTAC meeting is June 17 at 7 pm – can send dial-in info to anyone interested in attending.
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| **Principal’s Report** | **Dr. Zissios** |  |  |
| * School Updates
 |  | * Student belonging pickups, June 17 – 19, times based on last name. If you cannot make your assigned times, please contact Dr. Z and arrange an alternate time.
 |  |
| **Teacher Liaison Report** | **Ms. Knoll** |  |  |
| * Faculty Updates
 |  | * No updates for this meeting. Thanks for helping out with the Donors Choose project!
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| **Next meeting:**  | Monday July 13, 2020 | **3:00 PM, Online Conference**  |  |

**LCTA PTA**

**Executive Board**

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| **Name** | **2020 – 2021 Role** |  **2019 – 2020 Role** | **Present** | **Absent** |
| Melissa Carstens | President | Executive Vice President | X |  |
| Brooke Lombardi | Executive Vice President | VP, Community Spirit | X |  |
| Katie Palavecino | VP, Marketing & Communications | President | X |  |
| Margaret McKinnon | Secretary | Secretary | X |  |
| Matias Palevecino | Treasurer | Treasurer | X |  |
| Marissa Sparacino | VP, Community Spirit | VP, Community Spirit | X |  |
| Courtney Marshall | VP, Community Spirit | Member at-large | X |  |
| Kim Stover | VP, Fundraising | Member at-large | X |  |
| Whitney Williams | VP, Fundraising | VP, Fundraising | X |  |
| Elena Aida | VP, Community Stewardship | VP, Marketing & Communications | X |  |
| Katie Attiken | VP, Community Stewardship | VP, Marketing & Communications | X |  |
| April Bryant | VP, Family Involvement | Member at-large | X |  |
| Alexis Doxey | VP, Family Involvement | Member at-large | X |  |
| Sheila Kennett Johnson |  | VP, Family Involvement | X |  |
| Leslie Golden |  | VP, Family Involvement |  |  |
| Janice Kupiec | VP, Legislative Affairs | VP, Legislative Affairs | X |  |
| Dr. Patricia Zissios | Principal, LCTA | Principal, LCTA | X |  |
| Brigitte Knoll | Teacher Liaison, LCTA | Teacher Liaison, LCTA | X |  |

**LCTA PTA**

**Upcoming Events**

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| **Date** | **Event** | **Start Time** |
| Monday, June 8, 2020 | PTA Executive Board Meeting | 3:00 pm |
| Wednesday, June 10, 2020 | PTA General Membership Meeting | 6:00 pm |
| Wednesday, June 17, 2020 | 5th Grade Promotion Webinar |  |
| Thursday, June 18, 2020 | Last Day of School |  |
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