

Northeast Elementary PTA

July 2022 Executive Committee Meeting Minutes

Date, Time, and Location: Thursday, July 7th, 2022, at 12 p.m. in the Triphammer Marketplace

Meeting called to order by Alyssa Mack at 12:30 p.m.

Attendance: Emily Workman, Alyssa Mack, Xinwei Wu, Jingbi Zhao

Minutes: The minutes of the 7/7/22 meeting were read and accepted.

1. Goals for the year

1.1. Community engagement

Need more people to join the PTA. Send an email introducing new committee members and coming events. Bring more teachers into PTA. Waive teachers' membership fees. Hold in-person events each month. Monthly newsletter goes out before big events. Five PTA meetings scheduled.

1.2. Program Leaders meeting in September.

1.3. Family events every month

1.4. Spend some big money. (2019 survey results below) Discuss this with the new principal.

1.5. Beware of fake emails.

2. Goals for the summer

2.1. Meet with the new principal ASAP: New principal meeting will happen before the end of July. time for the meeting: 9am Wednesday 7/13, Friday 7/15 afternoon. Ask for a teacher acting as a parent liaison to join the PTA monthly meeting. Birthday book resumes. Ask for the K teacher list and set dates for the K day.

2.2. Audit party? Before the end of the summer.

2.3. Welcome letter by August. Emily Workman will send the letter.

2.4. Change bank account signers. Done.

2.5. Sign and submit bylaws. Need one more signature. Alyssa Mack will take care of that.

2.6. Website update. A link for donation and membership fee. An event calendar.

2.7. Facebook group

2.7.1. Facebook About section needs some love.

2.7.2. New Facebook Rules.

2.7.3. New Facebook Admins. Add a link to the PTA website.

2.8. Listserv

2.8.1. Listserv Rules will be the same as Facebook. In the welcome letter, mention that all members can use the listserv to send messages to everyone in the list.

2.8.2. New Listserv Admins. Current: Tina. Four committee members should be admins.

3. Pressing open Program Leader positions

3.1. K Days: Xinwei will reach out to the K teachers after the new principal meeting and prepare things for the K days.

3.2. Ice Skating: Brian, Alyssa, need a new coordinator.

3.3. Do we need a staff liaison? No. Can we use Hannah better elsewhere? Duties will be absorbed into the Treasurer's duty. Treasurer will write checks to teachers directly. Application forms will be sent to the treasurer. Hannah's new position could be called staff engagement.

3.4. International Night: Nan

3.5. Call for classroom/grade parents collecting information and proposals from classroom teachers.

# Votes	Proposal (2019 Member Survey)
37	Have fresh fruit/veg snack items available for classroom snacking
35	Create a community garden space to enrich student learning and help provide fresh vegetables to classrooms when available.
27	Bring more groups to the school to engage families and students (storytelling, music, motivational speakers)
24	Onsite Food Pantry closet for families to access as needed
22	Enable a broader range of scholarships for our enrichment and sports programs
20	Supplement the ICSD's Capital Campaign to improve the school and create better soft learning spaces
19	Rehab the track behind the school
write-in	New Scoreboard
write-in	Book tickets for book fair
write-in	Rehab Exterior
write-in	Rehab smelly bathrooms

Next meeting is TBD

Meeting adjourned at 1:35 p.m.

Minutes compiled by Xinwei Wu, Secretary