



April 7, 2021

Stokes PTA

## Meeting Minutes

On April 7, 2021, the Stokes (Brookland) PTA met via Zoom.

Kristine called the meeting to order at 6:20pm. 11 people were in attendance.

**Officers Present:** Kristine Erickson, Jillian Jarrett, Wahi Chisolm, Erin Argueta, Alexis Tyndle, and Laura Alexander

**Treasurer's Report:** Wahi reported that the PTA account has a current balance of \$15,573.04. The PTA received donations from read-a-thon, paint-and-sip, and mask sales. Expenses for those events incurred through the end of March have already been deducted from the total.

**Nominating Committee--Volunteers Needed:** The PTA needs volunteers from the school community to assist with gathering nominations for PTA elections. The process will run on a 1- to 2-month time frame with a plan for elections to take place this school year. Sra. Donado asked if current board members would continue, and Kristine noted there are no term limits. One officer will be a

member of the nominating committee. Members of the community can also nominate people without being a formal member of the committee.

**Allocation of PTA Funds:** Kristine explained that the PTA now would like to determine specific amounts of funds to allocate to the causes previously determined. The PTA will discuss amounts tonight and then vote by email after the requisite 2-week notices. Targets for allocation of funds:

1. 5th Grade Graduation/Trip: Jillian suggested \$2,500-\$3,000, commensurate with what has been given to the tour in previous years. Various uses for the funds were discussed. Sra. Donado noted that the school has begun preparation for graduation (June 18) and are hoping to hold it in person. Sra. Donado also noted that school materials can be borrowed from the school for field day, so long as someone provides her with a list. Sra. Donado said a photographer will hopefully be arranged. A discussion about whether to include last year's 5th graders took place, and it was determined that it would depend on the event and capacity limits. Jillian made a motion to allocate \$3,000 (seconded). Kristine indicated the PTA will propose that amount.
2. Playground: Catherine Stratton Treadway noted that there is an issue about whether the PTA account includes the amounts already allocated for the playground. Wahi indicated that he believes the PTA account does not include those funds, and that the playground funds are held by the school. Wahi indicated that he would confirm with Bill. Caroline has all of the accounting, and Wahi will follow up with her. The school and the previous PTA had a contract with a civil engineer and had dedicated funds for that contract. Catherine Stratton Treadway will try to track down the contract and the invoices. If that money is held separate, then there would be no need to allocate funds from current PTA account.
3. Family Aid Fund: Kristine noted that last year's contribution was \$500. Kristine proposes doubling that amount to \$1,000. Sra. Donado indicated that the summer is generally a harder time for families, but that \$1,000 should be enough for the needs over the summer. It was noted that the PTA can always give more later. Erin moved for \$1,000 (seconded--Taylor Beis).

Kristine noted that the proposed amounts will be circulated before a final vote.

4. Room Parents: Sra. Donado indicated that historically room parents were allocated \$200/class for events. Jillian clarified that it is \$100 and that it is still available.

**Staff Appreciation:** Kristine noted that staff appreciation is the first week in May. Historically, the PTA has done a large production, but this year is different due to COVID. The PTA is looking for volunteers to help. Last year, the PTA did a video + gifts cards for all teachers and staff (\$2,300 total; \$25/person). Sra. Donado indicated that there are now 105 staff (v. 93 last year). Lillian recommended Tribute as a program for compiling a video. Sra. Donado indicated that pre-packaged food for staff on campus is okay (she will confirm). Email delivery to teachers would be easiest, but the school can also mail things to teachers. Jillian suggested giving a mask to each teacher, but that would be expensive. It was noted that historically room parents have done fundraising specifically to support staff appreciation. That method is preferred because generally fundraising email will go to staff as well. It was suggested the PTA can set a target amount per class, and the PTA can make up the difference. To get masks in time for staff appreciation week, we would need a hard cutoff on orders of April 16.

## Reminders

1. **Equity Team Community Poetry Reading and Jazz Event: Friday at 6pm**
2. **Equity Team & PTA Mask Fundraiser: Pre-Order by April 10**

**New Business.** Kristine opened the floor to new business.

- **Garden:** The cleanup will take place on a Saturday or Sunday at a date TBD. The PTA is targeting the weekend before the enrollment fair. A Sign-up genius will be circulated for volunteers.
- **Family Fun Walk:** May 1 on the Mall. #outsidetogether. Registration will be by family with a small goody bag. There will be prizes for early registration.

**Next PTA Meeting: May 5 at 6:15pm**

The meeting was adjourned at 7:17.