

Ensign PTA
Monthly Board Meeting

Meeting Minutes for Thursday, February 2, 2023
7:00 PM - 8:00 PM (Zoom)

Attendees:

Ashley Anderson, Melissa Brownell, Harry Fishleigh, Betsy Garlish, Kyanne Gochnour, Therese Huhtala, Erik Jacobson, Elizabeth Lucas, Lisa Mangiapani, Lauren McBrier, Emily Neuman, Amy Picklesimer, Devon Musson Rose, Kalleen Wright

Excused: Elizabeth Payne

Conducted by: PTA President (Lauren McBrier)

Notes taken by: PTA Secretary (Therese Huhtala)

Welcome and Introductions (Lauren McBrier)

Dates to Note:

Lauren shared the agenda:

- Dates the same from last month, except...
- Lauren added the Chip Fundraiser (3/3/23).

Officer Reports

1. Principal's Report (Erik Jacobson)

- Erik shared the Acadience reading data for K-3/middle-of-the-year testing:
 - There were 11 kindergarteners below grade level, and now there are 4.
 - There were 17 first graders below grade level, and now there are 8.
 - There were 8 second graders below grade level, and now there are 8.
 - There were 5 third graders below grade level, and now there are 7.
 - Overall the numbers are trending in the right direction; we are on track.
 - SIP goals will be set soon for next year.
- Staffing update(s): SIC will see it first before Erik releases it publicly.
- Dates not on the agenda previously shared:
 - Maturation: Feb 16th at noon
 - Spring pictures: Feb 22nd
- Letters training for new LA curriculum (more evidence-based/phonics-based) will happen on Feb. 17th.
- Kindergarten info night:
 - Scheduled for April 13th from 7-8pm.
 - Signup sheet has been posted in multiple online locations; 22 have responded and 4 of those are outside of boundaries (which is better than what we've had in the past).
 - Ensign could have three kindergarten classes if needed; Erik can hire someone in July (or move a teacher around).
 - Erik doesn't think they will have any split classes next year.
- Erik is happy about where Ensign is going/where we are at.
- Science coaching has been going well, and the program will be expanded to other grades next year.
- District is requiring schools to set 3-year goals (instead of 1-year goals).
- Questions: Lauren asked about half-day versus full-day kindergarten for the potential 3rd class; Erik said full-day (a half-day class would be considered if there is interest).

2. Treasurer's Report (Elizabeth Lucas)

- Elizabeth corrected an error in the December report; the updated report is on the drive.
- General account (Jan. 1 through Feb. 2):
 - Beginning balance: \$25,267.29
 - Spending (checks/debits): \$3,602.87 (total)
 - o Tinikling: \$ 23.64 Tinikling
 - o Music teacher reimbursement: \$1,305.60
 - o Staff lunch: \$460.63
 - o First payout for field trip buses: \$1,148.00 (garden field trip comes from a different pot)
 - o Signs: \$665
 - Deposits: \$3,158.86 (total)
 - o Arts: \$2,778.95
 - o Mighty Cause: \$22.98
 - o Kroger: \$186.93
 - o Debate tournament reimbursement: \$33
 - o Fundraiser: \$7
 - o Crack Shack fundraiser: \$130.00
 - Outstanding: \$1,293.46
 - o Yearbook 21/22: \$182.20
 - o Staff lunch: \$94.40
 - o Pottery clay: \$332.50
 - o Teacher supplies: \$312.32
 - o Administrative/printer ink: \$42.92
 - o Spelling bee: \$50
 - o Steam sign: \$279.12
 - Current balance: \$23,529.82 (includes outstanding/upcoming)
- Arts account (Jan. 1 through Feb. 2):
 - Beginning balance: \$25,288.86
 - Deposits: none
 - Checks/debits (total: \$2,778.95): art supplies (\$14.39), debate (\$33), and music teacher (\$2,731.56)
 - Outstanding (total \$466.50): garden field trip (\$144), clay (\$322.50), and field trip buses (\$1148),
 - Current balance: \$22,043.41 (includes outstanding/upcoming)
- Other upcoming expenses: Elizabeth received the next invoice for music teacher today.
- Budget:
 - On the Google drive there is a PTA-approved/working budget grouped by the three categories (academic enrichment, supporting teachers, and building community)
 - Spending/expenses are all on track.
 - Staff lunch came \$45 under budget; Melissa B confirmed that was all of the receipts.
 - Just received reimbursement for the spelling bee prizes; will get that check signed in the next few days.
- Questions: none

3. Faculty Rep's Report (Amy Picklesimer)

- Thanks to the PTA for funding the staff lunch.
- Thanks also for funding the spelling bee and owl projects.

4. President's Report (Lauren McBrier)

- After-school Spanish program: Lauren and a couple of others want to start one and asked for ideas. Ian will ask if someone from the U could do it.
- Zoom annual membership renewal due in March:

- Lauren asked if we should keep it. Is it a covered budgeted item? Elizabeth L said we have money in the Admin fund and have \$364 left (greatest expense has been ink) but needs to buy more stamps.
- Lauren said the Zoom account is \$150.
- Erik said he will host on his account.
- Lauren said PTA will cancel PTA's Zoom account.
- Emily mentioned that it is good practice to poll regular attendees to find out dates/times that work best for monthly PTA meetings; **Lauren said she would send out a poll.**
- Website expenses:
 - Price of the website is going to be higher.
 - Elizabeth L said we prorate this cost in the budget, but she hasn't seen the exact number for this expense yet.
 - Emily said we were quoted a cost of \$465.48 (Elizabeth will round to \$475).
 - Emily also mentioned an annual \$25 for the web address and asked if we need to vote to increase it.
 - Elizabeth L said we are ok right now to leave it as-is (the Admin fund is sufficient for now without the Zoom renewal expense).
- Emily wanted to discuss options for the website (change the level and pay less); if someone else wanted to run it, that person could decide; Lauren offered so her and Emily will meet to discuss this offline.
- Sign funding discussion:
 - Lauren wanted additional sign funding; there are more request for signs, and she feels it's a good investment.
 - For instance, we need new Gallery Stroll signs and Kindergarten signs for Erik.
 - Lauren noted that a lot of the signs are reusable.
 - Elizabeth L mentioned that we don't have funding in Gallery Stroll for signs, and went through areas where we do have money budgeted for sign-type expenses:
 - Spirit gear budget has \$362.50 left in it.
 - Advertising/signs budget is mostly empty.
 - Selling t-shirts can recoup some of the spirit gear expense.
 - Stickers: Lauren suggested we could reallocate some sticker money to signs.
 - Ashley had an update for Tanner Dance that is relevant: additional grant funds covered the remainder of our owed cost; Elizabeth L stated that we can carry that money forward for next year.
 - Lauren proposed a vote for an additional \$500 for signs for this year (motion below).
 - Emily asked how long the last Gallery Stroll signs lasted; Lauren answered 5+ years.
 - Lauren explained the strategy, which will include smaller signs by the K playground and another large sign for the 11th-Ave fence (costs are \$120-140 for each large sign and \$60 for a small); one of each size will be needed for Gallery Stroll plus yard signs.
 - Emily asked about the Gallery Stroll budget and why not use that money for signs.
 - Elizabeth L went through the budget for Gallery Stroll and mentioned there is a \$1000 max spending amount approved (she doesn't know what it will be used for).
 - There are other categories in the budget that haven't been spent yet (i.e., eagle folders), and we could go through those areas and reallocate if needed.
 - Lauren mentioned that signs wouldn't be an annually budgeted item.
 - Elizabeth L asked if we need to buy eagle folders, and Melissa B mentioned that the money is for next year's folders. Emily wondered if we still have them in the PTA room; **someone will look at how many there are.**
 - Kyanne advocated that signs are huge for people outside of the boundary.

Lauren McBrier motioned to vote for an additional \$500 for the sign budget (banners, small signs, yard signs); Lisa Mangiapani seconded. APPROVED by majority vote.

- Lauren mentioned going to a PTA regional council meeting at Hillside; Lauren also mentioned a PTA report is due and Elizabeth and Lauren will discuss it offline.
 - Other dates:
 - PTA Founder's Day with the Utah Legislature is 2/17.
 - State leadership convention is May 10-11 in Layton; contact Lauren if anyone is interested in attending.
5. Secretary/Legislative VP (Therese Huhtala)
- Therese mentioned that she will email out the minutes for December and January today.
 - Therese provided an update on the voucher bill, House Bill 215: it passed and was signed by the governor; she is tracking education-related bills and can send out action emails to those who have expressed interest and to the board, but asked what people's thoughts are on how she should disseminate that info.
 - Lauren stated that Therese should send out the action items/bill info to the entire Google Group as they come up (if that's something she wants to/can do).
 - Therese also asked if there were people on the PTA Facebook page who are no longer at Ensign, and if we should remove them.
 - Therese stated that she removed people from the Google drive who are no longer at the school.
6. Past President (Emily Neuman)
- Nominating committee has been successful meeting its goals.
 - There will be an official vote at the March meeting.
 - On July 1st, the "new" people will start their roles:
 - Elizabeth Lucas: Treasurer
 - Kalleen Wright: Secretary
 - Juliette Tennert: President-Elect
 - Betsy Garlish: President

Chair/Commissioner/VP Reports

1. Fundraising VP (Lisa Mangiapani)
- Gallery Stroll planning discussion:
 - The goal is to finish solicitations this month.
 - There is a tracking spreadsheet for solicitations on the Google drive.
 - If anyone has ideas or suggestions for donation asks, please let Lisa know or look on the Google drive for more info on how to solicit donations.
2. Volunteers VP (Betsy Garlish)
- Next big volunteer opportunity will be for Gallery Stroll.
 - They just sent out the volunteer ask for the hot chocolate mug art parties.
3. Room Parents VP (Devon Musson Rose)
- Devon mentioned the hot chocolate party spots were half filled already.
 - Valentine's Day parties: Devon sent out a reminder to room parents to reach out to teachers.
 - Ashley mentioned that she told Kate she could use her remaining art budget for the hot chocolate party expenses (since that's within the ceramics unit), so she can pay for what doesn't get paid for by parents; we just need to communicate with her about reimbursement.

4. Supporting Teachers VP (Melissa Brownell)
 - SEP dinner: Melissa B asked what day during SEP conferences the teachers want dinner; **Amy will send an email out asking the teachers.**
 - Asynchronous day:
 - Melissa wants the activities to be fun; Erik liked the raffle idea.
 - Melissa asked how many people would be in the building; Erik answered 22+. *He will give the exact number tomorrow, and Melissa will email him.*
 - Teacher Appreciation Week: Jenny D is working on that.
 - Reimbursement request:
 - Melissa B got an email from a mom that wanted to do something for Mr Smith's office and purchased a plant for \$50; is there a class that has Mr Smith as its faculty member? Devon answered Ms Leavitt's class.
 - Melissa B will talk to the parent and explain it isn't in our budget (it's more of a room parent/class thing).
 - Melissa needs help with planning/implementing asynchronous and training days.
 - Confirmed with Amy to let her know what day the teachers prefer for SEP dinner.

5. Academic Enrichment VP (Ashley Anderson)
 - STEAM fair: Ashley reported that the district fair is tonight, so Kelly Baron will have the advancement information/results to share.
 - Spelling bee (funded by PTA) is tomorrow.
 - Tinikling: Ashley could use more volunteers (practice, Gallery Stroll polling as needed). *Elizabeth L offered to pole if needed at Gallery Stroll in the Zoom chat.*
 - Music: Ashley reported that music is going really well; we need the Gallery Stroll funds to renew (and will then need to anticipate if Ms Adams will be returning and consider a cost-of-living increase for next year).
 - Garden:
 - Garden mystery project information just went out (Erik shared the video, and a worksheet went home in folders so all students can participate).
 - Ashley needs to organize the prize if anyone has any ideas.
 - Some of the science-related projects could be paid for using PTA's garden money (i.e., the remaining grant funds).
 - Odyssey of the Mind: Christel shared her latest update at January's meeting.
 - Harry is taking on Ashley's position next year as Academic Enrichment chair.

Additional Reports/Discussion:

Grants (Harry Fishleigh): Harry reported that there is currently a general lull for grants, and things will pick up end of February/beginning of March.

Melissa Brownell motioned to adjourn the meeting; Devon Musson Rose seconded. APPROVED by majority vote.

Meeting adjourned at 8:05 p.m.