

Ensign PTA
Monthly Board Meeting

Meeting Minutes for Friday, April 7, 2023
11:30 AM - 1:00 PM

Attendees:

In-Person: Melissa Brownell, Betsy Garlish, Kyanne Gochnour, Therese Huhtala, Erik Jacobson, Elizabeth Lucas, Lauren McBrier, Elizabeth Payne, Amy Picklesimer, Devon Musson Rose

Guest: Kris Kaly

Zoom: Lisa Mangiapani

Excused: Ashley Anderson, Emily Neuman

Conducted by: PTA President (Lauren McBrier)

Notes taken by: PTA Secretary (Therese Huhtala)

Welcome and Introductions (Lauren McBrier; 11:44am)

Dates to Note:

Lauren shared the agenda and upcoming important dates; some discussion followed as noted:

- Thursday, April 13, 7pm: Kindergarten Info Night
 - For new kindergarten parents (this event is not for kids).
 - Would be good to have someone from PTA there.
 - There is a flyer we can use.
 - Devon to clarify with Katie Davis; it would help to have PTA and current K parents there.
- 6th-grade promotion picture date needed.
- Monday, April 17, 7pm: Ensign SCC meeting
- Thursday, April 20: short day
- Friday, April 21: asynchronous day
- Thursday, April 27: short day
- Friday, April 28: NO SCHOOL
- Monday, May 1: Spring Sing for K-1 (school performance at 9am, families invited at 1:45pm)
- Friday, May 5: Ensign Gallery Stroll from 5-8pm
- Week of May 12: Evening Zoom PTA board budget prep meeting
 - This meeting is for the current board and next year's executive board/VPs/chairs.
 - Will be scheduled around 7pm on Wednesday or Thursday. *Meeting has since been scheduled for Thurs. at 8pm.*
 - Melissa B asked when teachers can decide about classroom supplies; Erik to add that issue to next SIC meeting.
 - The board can create two plans in May if that decision isn't made (by May 5).
- Friday, May 12, 11:30am: May PTA budget meeting
- Friday, May 12, 1:30pm: Incoming kindergarten party
 - Kindergarten info night with kids in the gym; there will be games.

Officer/VP Reports

1. Treasurer's Report (Elizabeth Lucas; provided from the April Treasurer's Report)
 - Arts account (March 1 through April 7):
 - Beginning balance: \$20,895.41

- Deposits: none (there is a \$144 reimbursement from the general account for bus overpayment)
- Checks/debits (total: \$3,483.83): art/ceramic supplies (\$152.74), music (\$3,049.47), Write Your Heart Out (\$29.07), spelling bee (\$50), STEAM fair (\$202.55)
- Outstanding: none
- Current balance: \$18,524.25 (includes outstanding/upcoming)
- We only get deposits for Gallery Stroll (once a year), so no deposits is not unusual.
- General account (March 1 through April 7):
 - Beginning balance: \$24,331.81
 - Deposits: \$3,526.00 (total)
 - Arts reimbursement: \$3,483.83
 - Mighty Cause: \$22.98
 - Stripe: \$19.19
 - Spending (checks/debits): \$3,804.05 (total)
 - Arts/Music: \$2,691.96
 - SEP dinner: \$285.43
 - Teacher supplies: \$468.99
 - Teacher appreciation: \$126.27
 - Clothing racks: \$129.27
 - Popsicle party: \$102.13
 - Outstanding: \$461.32
 - Yearbook 21/22: \$182.20
 - STEAM sign: \$279.12
 - Current balance: \$24,107.99 (includes outstanding/upcoming)

2. Principal's Report (Erik Jacobson)

- Introduced the science coach, Ms Kaly.
- Explained that Ensign hopes to be a sustainability pilot school next year.
- Ms Kaly presented:
 - Thanked PTA for donating posters.
 - Explained the sustainability initiative with the district and place-based experiential learning.
 - Earth Day Expo on April 19 from 1-2pm: 3rd and 4th graders are participating in the Earth Day Expo, where they will present their bird and pollination projects in the auditorium with display boards and actions (i.e., using persuasive argumentation to persuade the community to take action).
 - Suggested that Ensign create an Earth Day Committee, which could involve more grades.
 - Requested help: PTA can help spread the word and organize volunteers to help with the tables; Erik clarified that community members can come in the building for the event.
 - Hawk Watch
 - Urban Forestry table
 - Tracy Aviary table (lights out initiative)
 - Related activity: on May 5, Salt Lake Urban Forestry will plant trees in the cemetery from 8am to 5pm; Ensign PTA could organize volunteers to help with that activity.
 - Storm drain adoption program for flood mitigation: Erik said Mr Lynn can set it up but could use more volunteers.
 - The event will have a science fair feel.
 - Lauren offered to make a flyer; there is already a flyer that will be on Facebook and email; Lauren offered to put it on Instagram, too.
 - Betsy asked how many volunteers they need, and Erik said 5.
 - Discussion of sustainability program:
 - This is a pilot program, and we are lucky to be able to do it at Ensign.

- Professional Learning Communities (PLCs; teacher collaboration meetings); weeks dedicated to math, LA, and science with coach support; Ensign will be part of this program with another (Title I) school.
 - The goal is to bring experiential learning to our students.
 - Ms Toney has a bulletin board about pollination.
 - Ms Kaly thanked the teachers for being so supportive with this project.
 - Questions:
 - Devon asked what kind of specific volunteer support would be helpful; they could come do presentations.
 - Elizabeth asked how we can funnel those connections; Kris said she would love support for both schools, and we should email her: kristina.kaly@slcschools.org
 - Kris mentioned that there is a Green Team at Beacon Heights, and we could do that at Ensign.
 - We can invite her to PTA meetings.
 - Betsy will create a volunteer sign up and connect them with Kris.
 - Erik stated that C&A is back (grades 1 and 2) with a new coach due to parent advocacy at the district level; he thanked PTA for that support.
 - Erik said we also have an additional FTE for next year; Ensign might add C&A students from Hawthorne, which will affect class sizes.
 - Staff changes discussed.
 - The district put together a “data dive” to look at school needs.
 - Assessment Committee discussed; next year, support will be based around PLCs.
 - One week a month the meeting will be on math/science/LA supported by a coach.
 - Each grade level will have its own meeting; C&A will pick one grade per subject.
 - We will utilize the coaches next year; Erik is creating a schedule to figure out what support students need and how to implement it.
 - Agendas will be teacher-owned and supported by the coaches.
 - Amy mentioned the benefit of having a teacher partner to collaborate with on subjects.
 - Erik will start a performance results committee to take the lead on school-wide performance results implementation.
 - These structures/committees will help if we integrate teachers/students from other schools.
3. Faculty Rep’s Report (Amy Picklesimer) - No report.
4. Building Community (Elizabeth Payne)
- Gallery Stroll update:
 - Food trucks: Squatch Pizza, Shylo’s, and Nothing Bundt Cakes
 - Elizabeth P stated she liked last year’s layout so she plans for the same flow: library for the auction and the gym/cafeteria for baskets
 - Tanner Dance will be here the whole night except during the tinkling performance.
 - Elizabeth P mentioned a few ideas:
 - Tables for arts
 - Local artist for screen prints
 - Mobil art truck
 - Elizabeth asked about flyers; Lauren said she has a flyer for email and to go home with students.
 - Erik requested a .jpg flyer so he can put it out in his weekly emails, etc.
 - Elizabeth L asked about the cash box.
 - Elizabeth P asked if there is anyone who wants a volunteer role who could do snack shack; Ashley said she can help.
 - Devon and Lisa have additional Gallery Stroll things to discuss.
 - PTA needs to make a Field Day decision.

5. President's Report (Lauren McBrier)

Lauren McBrier motioned to approve the March meeting minutes. Elizabeth Lucas seconded. APPROVED by unanimous vote.

Lauren McBrier motioned to approve the 2023-24 board and listed their names/positions:

- **President: Betsy Garlish**
- **Treasurer: Elizabeth Lucas**
- **Secretary: Kalleen Wright**
- **President-Elect: Juliette Tennert**
- **VP Chair Supporting Teachers: Melissa Brownell**
- **VP Room Parents: Devon Rose**
- **VP Academic Enrichment: Harry Fishleigh**
- **VP Fundraising: Lisa Mangiapani**

Melissa Brownell seconded. APPROVED by unanimous vote.

Additional Discussion:

- Betsy asked for descriptions for the different roles/positions.
- Open positions: Building Community VP, Communications Chair, VP of Volunteers, Gallery Stroll Chair or Co-Chairs (Events & Fundraising).
- In the past, there was separate fall (Fall Bash) and Gallery Stroll (arts committee) fundraising branches; ideally, a new person can take over Gallery Stroll.
- Lisa M said it would help if she had a teammate or co-chair (maybe Hester or Peter).
- Therese mentioned bylaws and titles for next year's board (there can only be up to 4 VPs and up to 5 commissioners per the current bylaws).
- Lauren thanked Scott for organizing the Talent Show.

6. Secretary/Legislative VP (Therese Huhtala) - No report.7. Fundraising VP (Lisa Mangiapani)

- Gallery Stroll update:
 - We are way ahead this year.
 - There are 15 confirmed silent auction items.
 - More parents have committed to doing individual baskets.
 - Lauren's letter is going out today.
 - Dani is printing address labels.
 - Lisa said we might need a budget for stamps; Elizabeth L said we can make it work (we have \$1,000 w/out the need to vote/approve, the target is \$18k, target net is \$17k), and we can vote on more beyond the budgeted-for \$1,000 if needed.
 - Expenses discussed: Postcards, stamps, signs
 - Lisa listed out donations.
 - Lisa wants to encourage everyone to contribute time, money, or items.
 - Layout discussed briefly: we could put some items in the triangle area, but Elizabeth P has a layout and should be consulted.

8. Room Parent Coordinator (Devon Musson Rose)

- Devon asked if we have leftover baskets/containers; Therese said she would ask the Avenues By Nothing Facebook group for baskets.
- Devon said she is not sure about communication to parents regarding baskets and will follow up to determine how to do that.

9. Supporting Teachers VP (Melissa Brownell)

- Ms Bernadine asked for \$1500 for a 9-square/volleyball equipment, which would be used for Field Day and as PE equipment; Elizabeth L said it will have to be a supply request (and added to the classroom supplies budget).
- Elizabeth L provided the budgeted approved and outstanding amounts in the general and arts accounts for context.

Melissa Brownell motioned to fund \$1,500 for Ms Bernadine's equipment request; Lisa Mangiapani seconded. APPROVED by majority vote.

- Street fair update:
 - Sept 9th (set up by 9am and break down at 6pm).
 - \$125 for a nonprofit.
 - Betsy confirmed she will fill out the application.
- Elizabeth L said there are a lot of things outstanding that we have not spent money on and went through those items in the budget.

Elizabeth Lucas motioned to adjourn the meeting; Melissa Brownell seconded. APPROVED by majority vote.

Meeting adjourned at 1:05 p.m.