

Ensign PTA
Monthly Board Meeting

Meeting Minutes for Friday, August 6, 2021
11:30 AM - 1 PM via Zoom

Attendees: Ashley Anderson, Maria Borisevich, Melissa Brownell, Therese Huhtala, Erik Jacobson, Chrystal Mancuso-Smith, Lauren McBrier, Emily Neuman, Elizabeth Payne, Katrina Stratford (*Molly Sprague initially joined the meeting but was excused after Katrina Stratford joined.)

Excused:

Conducted by: PTA Co-Presidents (Emily Neuman: lead; Lauren McBrier: tech support)

Notes taken by: PTA Secretary (Therese Huhtala)

Welcome and Introductions

- Each attendee shared something that they appreciate about the PTA.
- Katrina Stratford joined as the 2021-22 faculty representative, and Molly Sprague was excused from attendance.

Dates to Note:

Next PTA meeting is September 3, 2021, at 11:30 a.m. (might be in-person at Ensign; see more detailed information under Items for Discussion)

Officer Reports

1. Presidents' Report (Emily Neuman)
 - Hopes to bring new people in; wants the PTA to be a welcoming group.
 - Wants to get back to our main programs and three goals (Building Community, Academic Enrichment, and Supporting Teachers).
 - Trusts Erik to take care of covid-related issues so that the PTA can focus on our traditional programs/goals.
2. Treasurer (Maria Borisevich)
 - Balance on hand: \$21,920.22
 - Total deposits: \$22.98
 - Total payments processed: \$1,978.63; Cleared checks: 4
 - Outstanding checks/transfers: \$400.00
 - Fundraiser amounts: no activity in July (except Mighty Cause) and probably August
 - Summary of accounts:
 - Balance of general checking: \$19964.57 (-\$400.00); Balance of art account: \$24,215.79
 - Total: \$43,780.36
 - Budget shared
 - Questions/discussion: administrative amount of \$400 (see above) was for the audit.
 - There were no audit issues.
 - \$500 reimbursement for Ms. Kean: **need to discuss/resolve** (comment in chat that she might not be able to request reimbursement from the district because her contract has not started yet).
 - Grand total for gallery stroll: Maria needs info from past treasurer (~\$11k collected).
 - **ACTION Item for Maria to provide the breakdown for gallery stroll.**
3. Principal (Erik Jacobson)
 - Enrollment information: 251 students registered; 320 projected (~10 more will be added via open enrollment); we should be at our projection for next year.

- Discussed email from the district: it provided broad covid mitigation strategies.
 - Masks are recommended but can't be mandated at this point (includes staff).
 - We will do what we did last year (i.e., will have to separate kids at lunch and recess again).
 - More students will be back in the building, so if we follow last year's mitigation strategies there will be changes. For instance, the gym can't be used for lunch and staffing will be different from last year. Erik will be working out the details.
- Staff Changes:
 - Romney (6th), Duersch (4th), and Lowry (5th) retired. Erik found two great replacements: Nicole Leavitt (6th) and Alyssa Cantu (3/4th blended; taught at Guadalupe School for 5 years; speaks Spanish); Ms. Noble will replace Ms. Lords.
 - 4/5th blended class was removed; there will be a large 6th-grade class (~30-31 kids).
 - No applicants yet to replace Mr. Alfred, but it may take time to find the right person.
 - Classes will be as follows:
 - 6th: Nicole Leavitt (new)
 - 5th: Wilson
 - 4th: Picklesimer
 - 3/4th: Cantu (new)
 - 3rd: Panameno
 - 2nd: Adams and Sprague
 - 1st: Noble (new) and Cornelius
 - K: Stratford and Peterson
 - C&A classes: Same
- Performance Results: To be introduced to the students on Mondays during morning announcements, and then mindfulness will be tied to the result we are focusing on that week. Classes will then do a related/appropriate activity.
 - What does [X result: i.e., cooperative group participant] look like? It will be defined differently in each grade. Students will build on the model throughout the grades.
 - There will be one result per week for 6 weeks.
 - Then each month after that, there will be a rubric for kids to rate at the beginning and then rate/reflect on at the end of each month.
 - There will be more accountability with the new SLCSO Superintendent (Dr. Timothy Gadson), especially on the academic side.
 - PLCs (professional learning communities) will center completely around performance results; Erik will meet with teachers to look at data and plan for each month.
 - After this 1st year of implementation, things will be tweaked and improvements made.
 - Learning objective = a performance result with "I can" statements from CASEL (social emotional integration).
- 4. Faculty Rep (Katrina Stratford)
 - Appreciates the PTA and is excited to collaborate and share ideas for the betterment of our students and school.
 - Emily wants the faculty to have access to all of the necessary info from the PTA/PTA meetings.
 - Emily wants the Faculty Rep to bring anything from the teachers to the board.

Miscellaneous: **Secretary needs to have the minutes emailed out by Monday for approval.**

Business Items

1. Starting the School Year (Emily Neuman)
 - Letter to teachers/faculty: **Emily is waiting to send out letter(s) when we have the full faculty list.** Emily asked about the resource teachers/librarian: should there be a second letter to explain the process for asking for supplementary funds? Emily will work to get letters out simultaneously.
 - Letter(s) will explain district funds versus supplementary PTA funds.
 - Teachers should spend district money before supplementary funds.

- The district provides \$600 (more than last year) to teachers, and the PTA guarantees \$100 (less than last year) in supplementary supply money and \$200 in field trip money.
 - Field trip costs often run through the front office (Dani)
 - Supply costs are usually paid by teachers, and then the PTA directly reimburses them.
 - Beyond these amounts, the PTA has budgeted an additional \$1500 for supply reimbursement to teachers, which is available to all teachers in the building upon request (using the pink form in the PTA mailbox). The PTA encourages teachers to send proposals in advance of spending because we might not be able to cover all requests.
 - Popsicle party: to be outdoors at 6:30-7:30 p.m. **Lauren to put out social media post for this and Back-to-School Night. Boohoo Yahoo will also be outdoors and will need a social media post.**
 - Back-to-school Night: **Lauren to send flyers to Erik to go to school website.**
 - Erik's plan: prerecord a video for parents to watch; parents to go to classrooms.
 - Emily asks what is the goal to have us come in person. Erik says it's a first touchpoint for teachers; info sharing is often helpful and creates expectations/less surprises, and it's required by the school district (and in the teacher contracts).
 - Video could play on a loop, maybe in library.
 - Sign-up sheets and boards could be in the library, but Erik suggests to set those up by the front doors/outside; PTA likes this idea.
 - SCC and PTA to be included in the broadcast.
 - Will ask for room parents via board/sign-up sheets outside.
 - **We also need a volunteer coordinator.**
 - Parent email address list can be shared with the room parents, and **Erik will provide them to the PTA/room parents.**
2. Fall Bash (Elizabeth Payne) - Shared Building Community report/slides
- Schedule of other events:
 - Popsicle party: Aug. 17th
 - Back-to-School Night: Aug. 19th
 - Boohoo Yahoo: Aug. 24th
 - Fall Bash to be outside on Sept. 17th: Coincides with fall fundraiser; pays for itself.
 - Bounce houses *Supersonic Bounce*, food truck *Shylo's*, parent-run snack shack, face painting (with masking and designs available for masked children) *Fantastic Face Painting*, balloon twisting, henna tattoos, spirit-ware display to announce/generate interest for future spirit-ware orders
 - QUESTIONS/items for discussion:
 1. Do we want to do henna tattoos/face painting with covid?
 - PTA is okay with it.
 2. Should we require prepackaged snacks for the Snack Shack? *PTA is okay with it.*
 3. Is there a plan for how to move everything indoors in case of inclement weather?
 - Plan for moving things indoors includes having less bounce houses, using the halls for activities, and having the food truck parked outside of the cafeteria doors.
 - Menu for Shylo's Mobile Cafe shared.
 - Emily advises to advertise the price range and what will be at the snack shack.
 - **Elizabeth will confirm that they will do credit card payments.**
 - **Elizabeth will get volunteers.**
 - **Lauren will work with Elizabeth to make flyers for Fall Bash.**
 - We have to pay if they don't make a certain amount (\$750).
3. Broader PTA meeting: The PTA would like to have an all-parent meeting to encourage more interest (discussion tabled for next month's meeting).
4. Fall Fundraiser (see below in Business Items - Cont. section)

Commissioner Reports

1. Building Community Chair (Elizabeth Payne)
 - See Fall Bash section above.
 - Other events: Halloween; Night at the Library; Veterans' Day: might be changing because Ms. Lowry was the lead on this event; all-parent meeting, Gallery Stroll, kindergarten orientation, 6th-grade graduation, Field Day
 - Crossover events: Steam Fair, Talent Show, and Write Your Heart Out
2. Academic Enrichment Chair (Ashley Anderson)
 - Tanner dance on the schedule, but we need more money to pay for them.
 - Ashley recommended staggering fall and spring (older kids first).
 - All five classrooms can be covered.
 - Outside is a possibility; dance can be on the cafeteria side so that gym can be on the gym side.
 - Will Ms. Amy teach different classes with staffing changes? *Completed*
 - Ashley is open to feedback for how visual arts money is spent; past feedback has pointed to shifting more funding for clay and pottery/kiln materials.*
 - **Need help to remove the feathers from gallery stroll.**
 - How to note it in the budget for academic enrichment so to protect money for Amy; Emily says that the line item for the teacher is in the budget now.
 - School garden space: it looks like drip lines are established, and she will email teachers about participating; there is open space due to staffing changes (i.e., Ms. Lords gone).
 - Needs to send tax receipts and reimbursements. *Completed*
 - Steam Fair: still can partner with Indian hills; likely to be virtual but waiting for more information.
 - Junior Achievement: **Emily needs to follow up with Erik/Erik to provide a report on this.**
 - Do teachers want to do it?
 - Is there a parent who will do it (coordinate it)?
3. Supporting Teachers Chair (Melissa Brownell) - No report from Melissa.

Business Items - Cont.

Fall fundraiser (Emily Neuman)

- 2- or 3-week fundraiser? Emily can kick it off Sept. 1st or after Labor Day. Elizabeth advises that we need three weeks.
- Use Mighty Cause.
- \$15k goal; half of our annual budget (\$15k is Gallery Stroll); about \$50 per student (twice a year).
- Color postcard reminder vs full color newsletter that goes in eagle folder along with social media; wants to use mailers versus standing outside. **Emily to find out cost of postcard and/or newsletter.**
 - **Ms. Stratford requested a digital copy to send to students.**
 - **It can go out in Erik's weekly emails.**
- PTA table at Fall Bash can include info about the Fall Fundraiser/donation info/requests.
- Can use software to do it (takes a percentage)? **Lauren can send login.**

Other Items for Discussion

1. The one hole in the PTA board is for Volunteer Coordinator.
2. Tabled discussion for all-parent meeting until next board meeting.
3. PTA room likely not large enough and needs to be cleaned out (i.e., Friday the 27th before the meeting for 1.5 hours).

Funding Requests/Items Requiring a Vote

None

Elizabeth Payne motions to adjourn the meeting, Melissa Brownell seconds. **APPROVED**

Meeting adjourned at 1:00 p.m.

Next Meeting: September 3, 2021, at 11:30 a.m.