**November 15, 2022 PTA Meeting Minutes**

**PTA**: Hammond Elementary School PTA, General PTA Business Hybrid Meeting, via Zoom and HES Media Center

**Date:** November 15, 2022

**Time**: 7:15pm – 8:21pm

**In Attendance**: Kristina Kunkle, Kathleen Denny, Sean Larsen, Andrew Johnson, Kerry Roberts, Jenelle Hinnant, Ronnette, Melissa Green Parker, Christopher Brunn, Megan Grosso, , Karin Popkey, Opeyemi Awolesi, Neelam Shah, and 7 others in-person.

1. **Call Meeting to Order**: Kristina Kunkle Roll call, Introductions of executives, parent liaisons and administration.
2. **Review and approval of minutes from September 13**: Opeyemi Awolesi presented the minutes from the September 13, 2022 PTA meeting. Opeyemi Awolesi asked for any objections, none offered so minutes approved by a motion by Megan Grosso and approved by Sean Larsen.
3. **Reports of Officers**
4. Treasurer's Report: Karin Popkey- Current account balance is $27,903.47. Fundraising receipts - $1445.01 and other receipts $1840, Total receipts - $3285.01. No questions on budget
5. Membership Report: Kathleen Denny

We currently have 183 PTA members. We added 30 new members to the PTA.

1. Communications Report: Sean Larsen: Nothing to report at this time.
2. PTACHC Report –Melissa is presenting the PTACHC report. PTACHC budget was approved. If inflation keeps rising, the local dues from PTA’s may be increased. Asynchronous days for elementary schools will be in paper form and they are not due until 10 days after the snow day. For students with IEP/504’s, if they miss therapy or support in school, those will be rescheduled when they are back in school or treated as compensatory services. PTACH is working to reevaluate the redistricting process, since the county is redistricted in polygons and there are polygons without students in them. The goal is for the county to become a feeder school system i.e. if you begin at Hammond Elementary, then they’ll move to Hammond MS and HS.
3. **Old or Ongoing Business – Kristina Kunkle (President)**
* Restaurant night was successful.
* Movie night was successful – no rain, movie, popcorn and glowsticks.
* Square One Art fundraiser – families can start ordering online and the catalogs should arrive in the next week for families to order their students artwork.

V. **New Business**

* + Staff appreciation Update- Kathleen is representing the Staff Appreciation team, the October appreciation was fantastic. Upcoming in November, there are two ways to show appreciation, there would be catering from Kloby’s for Teachers on the Parent Teacher conference (Nov 21). We need volunteers to help set-up in the lounge at 4pm and clean up by 7pm. Melissa Green Parker has volunteered to provide set-up support.
		- November- “Any way you slice it, we appreciate you mini-pies” for the teachers. We are asking for donations on sign-up geniuses, we’ve had many donations of drinks but not enough mini-pies. We are considering changing the treat. Questions about receiving donations instead of the pies to make it easier for people to support considering many families would be traveling out of town.
	+ Need new volunteers:
	+ January 25th 2023, talent show – we need volunteers to make it happen.
	+ Spring carnival – April 29, 2023 needs new volunteers, please reach out to HES President.
	+ GT needs new volunteers.
	+ Book fair is coming back and the Media team are looking for volunteers – cashier. There is a sign-up genius, there is more information the hespta website.
	+ Kindergarten still looking for volunteers during lunch.
	+ Still looking for recess volunteers to help lead some activity during recess. If interested in any of these volunteer roles, please reach out to the HES President.
	+ Budget Amendment- we had new requests after the last meeting increase budget expenses- zoom pro account- $150, custodian and bus driver appreciation- $100 each, March reading challenge increased by $200, Comfort corners suggested for each classroom - $1,000; reduced fundraising receipt from Amazon by half, due to being delisted from the list of non-profits by Guidestar and we’re working to resolve this.
	+ Two questions – Member donations how are they distributed – are they utilized as discretionary? A: Member donations are not targeted and will be utilized next year since we already have a budget for the current year. Q: The amount designated for the bus or custodian worker seems low and wonder how the PTA arrived at the amount and whether a donation can be made to increase it.
	+ Megan Grosso moved the motion to approve the budget and was seconded by Kristina Kunle. There was a voice vote, the Yaays approved.

**Administration Report: Ms. Ciarapica:**

* October 21st was a remote working day for staff and the 24th was professional learning day in the building. Ideas to support classroom management, focusing on building relationships with students that contribute to student success. We learnt about how the brain responds when you have an emotional connection and learnt how to pronounce a child’s name correctly. Spent time talking about math and ELA data. PTA provided snacks for the professional learning and was highly appreciated.
* 1st Quarter is done and November 4, end of quarter celebrations. 1st quarter report cards became available on November 11. Families are welcome to visit the school this week to observe their kids in class this week. Parent teacher conference last day to schedule is Thursday Nov 17. Families coming in on Nov 21 are coming for in-person conferences and Nov 22 are remote conferences.
* Inclusive Schools week – 2nd week of December. Theme: Unity within our community. Helps to learn about the increasing student diversity. This started with celebrating children with disabilities but has been expanded to recognize children from marginalized groups and students with disabilities. More information coming out soon.
* Advanced winter concert – December 12. Advanced Orchestra band and 5th Grade will be performing then.

VI. **Announcements**

* Nov 16 – Restaurant night – Sushi Nari
* Dec 12 – Advanced winter concert
* Dec 15 - Book fair
* April 29 – Spring Carnival
* Next PTA meeting – Jan 10, 2023. Will be all virtual.

VII. **QUESTIONS & ANSWERS**

* A recommendation – if it is possible to share requests for donations in advance as much as possible may be one way to ensure proper execution.

VIII. **Adjournment**: Kristina Kunkle moved a motion to adjourn at 8:21pm.