

PTA General Meeting Minutes

Dec 8, 2020 via Zoom

Call to order 7:00 pm

Minutes from last meeting approved

Principal Update – Michele Cain

- Paint update – showcased colors and they are going to do samples soon. Went on the colors of a gecko. Will also be getting new signage. Will also ask for backpack hooks for the classes that don't currently have them.
- Bond funding – PTA has a list, and there is another list as well that is from current administration. Will send her the list PTA had from last year.
- Construction – Wants to make an adjustment to have her current office be a counseling center and the main office serve more as an office and be more functional and welcoming. Having the district out to see what that might look like. They were able to confirm that the next phase of the construction work, middle and kinder, is set to begin next year with early planning, demo may still be a couple years out though. Will bring plans on office and counseling space to SST and SGT.

Grant Foundation Report and Imagine Campaign Update – Carolyn Muhlstein

- Thank you to community for diving in and contributing to Imagine, we have raised \$64k this year
- Target for the year is \$80k
- Have also received \$7k in donations from Mission Hills 5k and will continue to hold community events throughout the year
- Mission Hills 5k will be doing a virtual run
- Dixie Pops certificates will be mailed out to families in classes that earned it
- To get involved in the Foundation, Imagine Campaign, or Science Committee email Carolyn.muhlstein@gmail.com

July 2019 - December 2019 Audit Results – John Lomac

- Have to do audits as part of the bylaws, and were behind several years, got partially caught up and then John completed the July-Dec 2019 audit
- John provided a letter on the audit results, which was sent to the PTA Board, Foundation Board, and school administration
- Documentation is critically important and the information he received was incomplete, which we understood going into it
- There were several things that needed improvement, which falls mostly on the treasurer to ensure we are following good financial practices. For example, 2 signatures on every check and keeping receipts for all debit card transactions
- We are committed to doing better and getting things back in order

Action Item: Adopt A Grant Family Holiday Initiative Report- Lara Gates

- Helping several families at Grant that need some help this holiday season

- Goal was \$7k raised, and now at \$23k
- Families each got checks for \$750 before Thanksgiving, they were unbelievably grateful
- Total Collected As of 12/4: \$20,000.84
- Jen motion to approve the release of up to \$30,000, not to exceed amount specifically donated to the PTA for the Adopt a Family initiative, to cover needs and expenses for unsheltered families. John seconds.
 - 11/25: \$8,380.90 expenditure for Visa Gift Cards
 - 12/4: \$650 expenditure for Visa Gift cards
 - 12/10: Invisible Chef Payment up to \$1,000 for food delivery
 - Have some more families who are responding or new ones that brought to our attention.
 - Vote via participation tab in Zoom, motion carries

Spring Jog-A-Thon Update- Beth Rolls Mathewson

- There will be a jog-a-thon, virtual of some sort, don't have a date yet will work with school on the calendar
- Will collaborate with the Mission Hills 5k, which begins May 9
- Putting a plan together to get, if anyone wants to help out, connect with Beth

Holiday Teacher Appreciation- Jen Medeiros

- Set up drop off locations around Mission Hills to collect the teacher gifts and deliver to the school
- Teachers will then pick up, or we will ship if they'd like
- Will be messaged out through the room reps in the next couple of days

PTA Membership Report Out- Ben Jacobs

- 184 members as of today, trying for 200 before end of year

Treasurer's Report – John Boyle

- We had \$164,376.62 in our bank account at the beginning of November
- Total reported revenue in November was \$335.86
- There were \$9,264 in expenses accrued in November
- There were \$15,011 in total expenditures in November
- For the current reporting period (Nov 1– 30) we had net revenue of -\$14,675.14 and a current ending balance of \$149,701.48
- There were \$9,630.90 in outstanding checks resulting in an ending cash on hand balance of approximately \$140,070.58.
- We have a total of \$15,511.45 in the PayPal account that is being transferred to our checking account and will be categorized in the next treasurers report. Most of this revenue is related to Adopt-a-family donations.
- Total contributions to the Adopt-a-family initiative are \$23,650.84 as of December 7th, 2020.
- Motion to approve expenditure of \$750 for teacher holiday appreciation gifts. Beth seconds. Motion carries.

Roundtable

- General interest in a parent forum where parents can collaborate on things they are doing that are working for positive student engagement. Will have teachers as part of it as well, should roll out after break.
- Michelle Lovern is retiring after 37 years, there is a surprise happening. Lisa Cornejo (aide) and Lisa (cafeteria) is also retiring. Gina Caparell has idea of a mural tree that people then retiring can add a leaf to. She has already asked Sarah Ekedal, who is on board to help with it.
- Running club is still active and going well!
- Health office is collecting health exchange card, should have gotten an email from the district about a month and a half ago to fill out the fillable PDF. Please complete and send in. It's on our website under programs and services.
- Need to complete LCFF form in Powerschool as well
- Mrs. Steinberg's son is in the middle east and will not be back in the spring, as anticipated. If anyone would like to write a note or a card to him you can drop them off at the office.
- Need someone to do Facebook and website updates

Adjourn 8:06 pm