

**DRAFT**

## **ROYAL OAKS PTA Meeting Minutes September 15, 2020**

Meeting called to order at 6:02pm by Chelsie Kolnik

Attendees via Conference Call: Chelsie Kolnik, Colleen Lanese, Miquette Bethke, Moira MacKay-Brown, Holly Johnson, Susan Risius, Vicky Waldo

### Welcome and Introductions

What a whirlwind this past 6 months has been. Thank you for joining us for our first PTA meeting of the 2020-2021 school year. Even though this year will be different we as the PTA hope to still provide assistance for above and beyond type activities and programs for our students and staff.

Approve last meeting's minutes: Motioned to approve by Colleen Lanese, 2<sup>nd</sup> by Moira MacKay-Brown.

### Principal Update:

Approximately 170 in VLA, about 200 in Group A (Mon, Wed,) and about 200 in Group B (Tues, Thurs). Dr. Risius is pleased with how smoothly things are going in the school. It is wonderful to have children back in the school. She is really pleased with staff, teachers, and children for doing such a great job with all the protocols.

Yearbooks should have been sent home with hybrid kids this week. Still have a few VLA that need to be picked up.

Picture Day:

Nov 4th: Group A

Nov 5th: Group B, VLA: 3-6:30

Retakes:

Dec 1st: Group B

Dec 2nd: Group A, VLA 3-6:30

Conferences are slated for Nov 2nd and 5th. Probably will be virtual. More info to come!

During the first week of school, there was a virtual Assembly through Webex on the Smart Board in each classroom. Dr. Risius also met with each VLA class.

### Teacher Update:

A huge thank you for the support from the PTA these last few months. Also, a huge thank you to Chelsie, Moira and Colleen for the welcome back muffins and treats.

Teachers are also pleased with the Royal Oaks Community Connection Facebook page. It has been a nice place for parents and teachers to discuss and answer questions. It has been a positive experience so far! Several teachers commented on the positive comments and support being given.

### Treasurer Report:

Other than having a few checks in come in, there aren't many financial changes since the last meeting.

However, due to covid, we will have several changes in our upcoming year's budget. Our goal is to be viable for the next two years in case the fundraising options aren't available. Creating the new budget we approached it with the thought of if we can't have any large fundraisers (silent auction, spring carnival, etc) this year.

We also dropped off a few items since there are events that won't take place (back to school bash, fall festival, etc)

Income will come from community dinners, the art to remember check from last spring, box tops, amazon smile, donations (instead of pledge plea), and teacher appreciation donations.

Expenses: most of the general items have stayed the same such as filing taxes, website fee, office supplies, angel fund, geographic bee, 5th grade celebration, field trip assistance, planners, magazines, election books, and more. We kept in the choir, student council, and patrols budget but are unsure if they are needed.

Staff Funds, Staff Requests, Specialists funds: We have reduced each fund this year. We are happy that we can still give something, it will just be less than what we've done previously. Staff Funds and Specialists funds have been reduced by 40%. VLA staff will also receive staff funds. Staff requests have been reduced by 25%. PPE will not be approved since that should go through Dr. Risius and the district.

The budget might change with the changing of the school model. If we are able to have spring carnival, etc. we could change the budget down the road.

We are grateful that we have enough in the bank to continue to provide support for the school and hope to continue in years to come! The way we have budgeted this year we would be able to also run a similar budget for next year in similar circumstances if we cannot continue with large fundraisers.

Question about scholastic dollars: We started the year with a healthy balance, we've already used a good portion for magazines for classes. We are not budgeting any book fair income. Estimating, depending on future activities, we would end the year at about half of our beginning balance which would give us enough scholastic dollars to be able to provide similar magazines as we have this year.

Comment from Dr. Risius: there will probably not have children on safety patrol this year due to the low numbers of those who need it. Choir is still on hold. Student council probably will meet in some capacity. And a huge thank you!

We started the 2020-2021 school year with \$27,022 in our banking accounts (checking & savings). Of this, normally our reserve would be set at \$15,000. The approved budget for the 2020-2021 school year has a net loss of (\$12,598) which would then leave an ending cash balance of \$14,424.

Chelsie conducted a roll call vote and the budget was approved unanimously.

Now that the budget has passed, Miquette will send emails out to all staff members notifying them of their funds.

#### New Business:

**Donations Request:** With COVID we have decided against asking families for a pledge plea. Instead we are letting families know that if they feel able that we appreciate any and all donations to help fund the programs and activities we provide for the school. We understand many families are going through hard times.

**Staff & Specialists Requests:** Again, not really knowing what this year will bring we decided to change the way we have done staff requests and specialist funding. In the past for staff requests we have allowed staff to make requests around October/November and then that is it for the year. For staff requests for this year the thought is there may be different needs earlier and later than that traditional window. So, we will open the request process now and then reopen it a couple times later in the year, depending on what funding we have available.

For Specialists we have traditionally given money to each specialist area but not knowing what the needs are during these unprecedented times we are taking the lump funding amount and also treating that as a request process. This will allow us to be able to use the funds where they are needed if one area has higher needs than another.

#### Committee Updates:

- a. Yearbooks: Yearbooks finally came in at the end of August and have been sent home with students. Any hybrid yearbook that wasn't picked up should have gone home Monday or today. VLA families and any other student you no longer attends Royal Oaks can pick up their yearbook from the office during school hours.
- b. Book Fair: For the fall book fair we will be doing a virtual book fair. It will run for 2 weeks Oct 26th- Nov 8th (unless conferences are rescheduled) and any order of \$25 or more of ONLY books will receive free shipping to the home. The PTA will receive 25% of sales back in the form of Scholastic Dollars. Hopefully we will be able to do an in person book fair in the spring or if they are offering it possibly a drive-through book fair.
- c. Community Dinners: Culvers, Wendy's, Portillo's, Pezzo's Pizzeria, and Nothing Bundt Cakes. We will do a Chipotle one later in the year. All current dates are listed on the website. We are always looking for new and fun places to add to our calendar if anybody has any ideas.
- d. Spirit Wear: The new spirit wear is ready for ordering. We also posted on our website what we had left from last year at a discount. We added some cute flannel pants for those VLA and distance learning days!
- e. Papa John's Nifty Fifty: We are running the Nifty Fifty Promotion again this year through Sunday, Sept 27. We still receive \$8 from each card!

Adjourn: Chelsie motioned to adjourn the meeting at 7:19 pm and Moira MacKay-Brown seconded it.

The next meeting is scheduled for Tuesday, October 13<sup>th</sup> at 6pm via Conference Call.