

Anne Sullivan Elementary PTA

Board Meeting Minutes

Thursday, March 5, 2020

- **Meeting called to order at 9:38 am.**
- **Secretary is in possession of the attendance sheet.**

- **Teacher Rep Report: Ms. Coppedge**
 - Teacher Appreciation Feedback: She asked teachers from each grade level for their feedback on teacher appreciation week. They said they liked books, school supplies. Also thought that a \$5 gift card would be a good idea. Teachers also like cards/notes from their students. For the 5 days of teacher appreciation week, we will do: \$5 gift card, a snack, a book, a school supply, and student card/note.
 - Grade Level Parties: The 4th grade wants to know how many students have signed up and they also want the party link so they can add it to their smore. Ms. Whisonant will resend the party link to all the team leads.
 - The teachers are very thankful for the guided reading bags.
 - She will not be doing Night at the Museum this spring because the calendar is too full.

- **Principal Report: Ms. Whisonant**
 - There is a heightened awareness in the district because of COVID-19, and the district is taking extra precautions. There is a link on the FBISD website, and Dr. Dupre put a video out last night. Open House is up in the air until a decision has been made.
 - Nehal asked about the late April/early May calendar because PTA wants to do a movie night. Nehal will email Ms. Whisonant to look for a day on the calendar.

- **5th Grade Field Trip: Shefali Patel**
 - The PTA has worked with Ms. Whisonant and the 5th grade team, and the 5th graders will still be going to NASA.
 - We need to hire charter buses to get this done because regular school busses don't give the students enough time at NASA. The cost is approximately \$3000.
 - The 5th graders used to have special events each month to the cost of approximately \$200 per month. We did not do these events this year.
 - The end of the year 5th grade pool party is self-funded by the 5th grade parents.
 - Karla motioned for us to give the money for the busses. Erin seconded the motion, and the motion passed.
 - For next year, we need to be more proactive with the 5th grade team regarding their field trip and will decide if the NASA busses become a line item in our budget.

- **Nominating Committee: Nehal Dave**
 - We need a staff member to serve on the Nominating Committee. Ms. Whisonant will find someone to serve on the committee. Needs to be an outgoing person.

- **Treasurer Report: Nehal Dave**
 - According to Suzanne, the profit from the Fun Run was approximately \$20K.

- **FBISD Liaison Report: Sheema Qadeer**
 - Lots of fine arts events coming up in the district.
 - FBISD Board of Trustees meeting on March 23rd.

- **Parliamentarian Report: Lopa Shah**
 - Bylaws: Lopa emailed everyone the Bylaws. Once the Bylaws are approved, they are good for 3 years, but we can make an addendum if needed.
 - Nadine made 2 corrections to the Bylaws: 1. Under Nominating Committee, change to 3 members and 1 nonmember. 2. Under Executive Board, section 1.C., remove Historian.
 - The Standing Rules will have more details for our PTA than the Bylaws.
 - Nadine made a motion to approve the Bylaws. Deepali seconded the motion and the Bylaws were approved.
 - The Bylaws need to be sent to the TX PTA and then to Serenity at FBISD.
 - Please send all word or excel documents to the dropbox. Or send them to Lopa, and she will put them in the dropbox for you.

- **Secretary Report: Nadine Skinner**
 - Karla made a motion to approve the February 6th meeting minutes. Nehal seconded the motion and the motion passed.
 - Please send all information for the March Smore by Monday, March 16th.
 - Field Day information needs to be in the March Smore- sign up genius link, what to bring, etc. The Field Day chairs will make a flyer and send to Nadine.
 - Ms. Coppedge suggested putting information about the Lost and Found in the Smore too.

- **Room Reps Report: Rachel Jerng**
 - Contact Rachel ASAP if anyone has not gotten their checks.
 - Will use the leftover party money for Kona Ice for Kinder-4th grade on awards day. Will find out what day that is.

- **Gifting Report: Karla Aranda**
 - Several gifting requests (will need to check pricing):
 - Ms. Arwe (3rd grade): set of stools (\$54) and clipboards (\$35) and some personal classroom items for a total of \$177

- Ms. Desrochers (3rd grade): for the 3rd grade PLC room, electric stapler and electric hole puncher for a total of \$170
 - Ms. Narang (5th grade): for book bins for her classroom library (\$213)
 - Ms. Lightfoot (1st grade): for kids' headphones for her whole class (\$246)
- All approved except for Ms. Lightfoot's request. Will talk to her and get more information about her request.

- **Field Day Report: Prabha Abraham and Deepali Agrawal**
 - Have had a few meetings with the PE coaches. Will replicate model from last year with a few changes.
 - Purchased 25 changing tents. Will be parked outside. Tents can be staked to grass or weighted down. 1 whole classroom can change out of clothes. Will be rotating classrooms out of changing clothes and having snacks.
 - Snacks and changes of clothes need to be in wagons outside. Board members let Nehal know if you have a wagon- we need at least 10 wagons.
 - We need to recruit more leads for stations- bowling, obstacle, snack tents, scooter, chill tent. Lead will be there from 8:30 to 3:30 pm but you can have people working under you.
 - Nadine will run the main desk. Rachel will run the medical/snack tent. The snacks are for volunteers.
 - Board members- we need people to bring their tents if available. We bought 4 tents but can only find 2. Nadine and Erin have tents they can bring.
 - Email will go out to room moms- asking for coolers. We need these coolers for water bottles for the kids. Every teacher should have their own cooler. Will ask the room mom if the teacher has a cooler or if the parent needs to provide one.
 - Need room parent involvement in coordination of changing clothes and snack rotation.
 - Karla suggested talking to the teacher about coordination. Also talk to Coach Land and Coach Link about the planning process and the coordination.
 - Ms. Coppedge will give left over plastic bags from science night to use for wet clothes/shoes.

- **Teacher Appreciation Breakfast**
 - Date is March 27th.

- **Fun Run: Nehal Dave**
 - \$20K profit. More information/follow up at next meeting.

- **Meeting adjourned at 11:02 am.**