

PTA Board Meeting Agenda (Virtual)
Tuesday, November 10, 2020, 7:00 pm
Meeting called to order at 7:06 pm.

**Please note: In accordance with MDPTA bylaws (Article VI, section 5), general meetings will not be held electronically. This information has been confirmed by both the Maryland PTA and National PTA. This virtual board meeting will be held in its place until further notice with members of the executive board only. General membership will be updated via newsletter, push notifications, etc.*

I. Welcome (All) Present: Meredith Alvarez, Jennifer Dickerson, Kerri Brozene, Corinne Roth, Sapna Prasad, Meredith Heyl, Alex Castillo

II. 2020 MDPTA vs. NPTA Updates (Jenn) No updates at this time.

III. Sparks School Updates (Ms. Chyko & Mrs. Alvarez)

1. Equity books purchased for classrooms and teachers and distributed. Remaining funds will be used for PPE as needed should schools reopen.
2. The next Coffee with the Principal has been scheduled for 11/16 from 4:00 to 4:45 pm (A-M) and 11/17 4:00 to 4:45 pm (N-Z).
3. Childcare selection committee has started meeting to look over options for a new before care/after care provider.
4. Sparks ES has had a walk-thru with the Safety Officer and has a checklist of items to address in the case of reopening.

IV. Financial Information & Updates (Kerri & Sapna)

1. Treasurer (Kerri): Some outgoing funds have been \$795 for blue folders, \$90.71 for teacher discretionary funds, \$50 gift card for

Dr. DuCoin, \$14.99 for one month Zoom subscription for Dr. DuCoin event, \$140 for licensing rights to our shark logo. Panera event brought in \$104.22. We have had one family participate in Direct Donation this month.

2. Financial Secretary (Sapna): Annual Financial Review has been submitted to the MDPTA. Our CPA has been contacted to file the tax extension for federal taxes.

V. Board & Committee Updates

a. Family Event Updates (Corinne): Panera event earned \$104.22. Unsure if this is accurate. Corinne will get in touch with Panera to confirm. 5 Below Event is planned for Dec.

b. Pumpkin Contest Recap (Corinne): 25 total entries. 2 winners. Went well.

c. Holiday Shop Update (Melinda & Jenn): Flier is digital. Nov 23-27. Can use Visa or MC and free shipping over \$25.

d. Dr. DuCoin Speaker Event Recap (Jenn): 60 parents RSVP's. 20 parents attended. Dr. DuCoin did an excellent job. Powerpoint is available.

e. Thanksgiving Food Drive (Meredith & Jenn): Will collect bags of meals already put together. Money can be donated thru PP on PTA website. All monies donated will go towards purchasing additional meal bag items and turkeys. Meals will be donated to Sparks ES families in need and any remaining will be donated to the Hereford Food Bank for Christmas holiday meals. Mrs. Alvarez to send a call out to the school. Email and push notifications from PTA MTK.

f. Spirit Wear (Kerri): Partnering with an online printing company. Website is ready to go. Will send out a link. Campaign will last for two weeks in order to ship prior to the holidays. Will set up a separate campaign for teachers/staff at cost. Can run more campaigns in the future if families are interested.

g. Equity Committee (Sapna) : No updates.

VI. Questions/New Business/Miscellaneous

a. 2021 PTA Board Election (Jenn & Corinne): Will need to address early this year (typically start looking for officers in Feb.) The board has several members who have held their positions for the maximal 3 terms. We understand that we may need to hold positions over until the Fall in order to find interested parents to serve and then mentor. The MDPTA allows for this if needed.

B. Survey sent to teachers regarding parent help in classrooms and room parents. Many teachers expressed interest in having room parents to help organize holiday activities. Meredith to email interested teachers student's parents to look for volunteers.

Meeting adjourned at 8:24pm