

**Keller Elementary PTA  
General Meeting Minutes  
Monday, September 14, 2020**

**The meeting was called to order at 7:04 pm.**

**Secretary's Report, Katie Bonus:**

- June 2020 Minutes: Carie Hooker made a motion to approve, Ann Devereaux seconded
- Past Meeting Minutes: [helenkellerpta.net/meeting-info](http://helenkellerpta.net/meeting-info)

**Principal's Report, Marcie Dryden:**

- Summer Reading Contest: Still accepting entries
- Staff Appreciation: Thank you to Jessica Kamman for lunches provided during Beep and Greet
- Start of School Year: Thank you for positive feedback and support
- NWEA Diagnostic Assessments: Important that parents encourage students to work independently to give accurate picture of the student
- Class Meetings: Parents encouraged to allow students to attend meetings independently
- Diversity, Equity and Inclusion Committee:
  - Looking for parents to join in monthly planning
  - Communication via newsletter
  - Three short-term goals for Keller:
    - Professional learning audit
    - Evaluation for keeping teachers accountable
    - Heritage awareness month

**Board Member's Report, Jeff Brinker:**

- See attached

**Teacher's Report**

- Mrs. Stankiewicz: Thank you for Beep and Greet lunches

**President's Report, Erin Alexander**

- Committee Chairs: Will follow up and share 2020-2021 Committee Chairs in November
- Diversity and Inclusion Chair: New position needs to be defined, looking for two co-chairs
- Membership: Current count 132, looking to increase throughout year
- Ideas welcome

**Treasurer's Report, Carie Hooker**

- Reimbursements:
  - Procedure
    - Reimbursement form at [helenkellerpta.net/pta-procedures](http://helenkellerpta.net/pta-procedures)
    - Email completed form and receipts or invoices to [treasurer@helenkellerpta.net](mailto:treasurer@helenkellerpta.net).
    - Process takes several days
    - Can do home delivery of check or could arrange for a meeting
  - Income:
    - Kroger: \$228
    - Box Tops: \$128.50
    - Network for Good: \$25
    - April and June Restaurant Checks from spring: \$114.98, \$166.54

**Committee Reports**

- Book Fair, Carie Hooker:
  - Spring online bookfair totaled \$500 compared to usual \$10,000
  - Will aim for an early October online book fair

- Restaurant Night, Melissa Berry:
  - Goal: Two restaurant nights/month
  - Co-chair needed
  - Blaze Pizza: September
  - Vera Asian: 10/6
  - Olgas: Pending October
- Staff Appreciation, Jessica Kamman:
  - Glad to have spread some joy
  - Thank you to Woodward Corners for donation and Golden State Chef for discount
- School of Excellence, Ann Devereaux:
  - Monthly communications related to action steps in form of newsletter or sharing from National PTA
  - Volunteers welcome
- Kindergarten Tees, Erin Alexander: ordered and delivered
- Spirit Wear, Erin Alexander:
  - Feedback needed: Open once or twice in 2020-2021

**Old Business:**

- None

**New Business:**

- Budget, Carrie Hooker:
  - Flexibility in 2020:
    - Line items have strategically changed from past years with conservative estimates
    - Some events and programs will not occur, saving expenditure
    - Some events and programs may receive additional funds if available
  - Must fundraise in order to pay for all items in budget
  - See budget attached
  - Claire Trzasko approved, Derek Cookson seconded

**The meeting was adjourned at 7:53 pm.**