**Laurel Ridge Elementary PTA General Meeting Minutes**

**March 15, 2022** / 6:30 PM / Via Zoom (due to COVID-19 pandemic)

**CALL TO ORDER**

**Call to Order**

Chantel Luncheon (President) called the meeting to order at 6:33 pm.

**AGENDA**

1. **President’s Update**

* Reminder to complete the Care Closet Survey
* Join the 2022-2023 Executive Committee (reach out to the Nominating Committee, if interested)
* Get involved! Join a committee!
* Yearbook
* Contest Winners
  + - Shanaya Grover - Ms. Hanna
    - Farah Kassem - Ms. Evwaraye/Mrs. Merritt
    - Margaret Green - Ms. Kouranos
    - Joseph Bialek - Ms. Mak
    - Zoe Bowen - Ms. Pugh
    - Misako Ross - Ms. Hammer
* Yearbooks Sold: 77
* Yearbook will be completed next week with an expected May delivery. Please, send your pictures to lreyearbook@laurelridgeelementary.com

1. **Approval of Past Minutes**

Walaa Elbedewy (Secretary) moved to approve the minutes of the last meeting 1/18/22.

Hearing no objections LRES January 18, 2022 General PTA Meeting minutes have been approved as distributed.

1. **Treasurer’s Report**

The Treasurer’s report was presented by the Treasurer, Dori Greene.

Beginning Balance 6/1/21 - $36,544.63

Expenses -$42,366.51

Income - $45,406.04

Ending Balance 3/14/22 - $39,584.16

Spending included:

Mulch, large air purifiers in cafeteria, $2900 in teacher grants and reimbursements since the last meeting

A bookfair check in the amount of $435.66 was stolen out of the school mailbox and cashed. The signature on the back was “Laurel Ridge”. It was mailed during the December break. Dori has checked with the School Bookkeeper to see if it was accidentally cashed, and with the bank of the check issuer/Little Shop of Books bookstore. Dori will be going to Bank of America (PTA bank account) and researching to find out what can be done.

There was a discussion about the location of the mailbox, and possible purchase of a lock for the mailbox.

1. **Election of the Nominating Committee**

The following candidates were nominated and elected as the Nominating Committee for the 2022-2023 LRES PTA Executive Committee Officers Elections

Members:

Rachel Robinette

Donna Troka

Daniel Ballard

Alternates:

Mara Block

Demaris Johnson

1. **Principal’s Report**

* **COVID protocol:**
* Masks have become optional as per District. We strongly encourage masks. Mask wearing is a student and parent decision. Ms. Allen noted that 85-90% still wearing masks.
* Reporting Protocol: We continue to report all positive cases and exposure through portal to the District. As well as continue implementing all mitigation strategies. Offering surveillance testing for those who have signed up.
* No positive cases since Ms. Allen joined LRES
* **CARES funding**

$2500 to spend on COVID mitigation. Ms. Bell getting new purchase order for filters and small unit purifiers. The bid received is $3500-3600, so till looking to get it cut back (either fewer filters or purifiers). Currently, working on that.

* **Volunteers:**

The district has lifted the volunteers restriction. Ms. Allen noted that she still does not want a lot of volunteers in the building to protect staff and students. She requested that if a parent is coming in for mystery reader etc to go through teacher and inform the school ahead of time. No surprise show ups, this will help limit the number of interaction and to be able to contact trace if any outbreak occurs. No visitors during lunch time.

* **Facility update:**
* HVAC and windows: Ms Allen still waiting on getting updates on the HAVC and windows projects
* Branches and limbs on lower parking lot: Ms. Allen emailed the district to see when it will be picked up. Some trees were cut down, trunks removed, needs large truck for limbs. She is not sure how down the line we are, but she will continue to push for it for beautification, critters, etc
* **Aftercare:**

This year didn’t start with aftercare as there were no teachers available. At this time, we have 12 full time and 4 substitutes. Ms. Allen met with the directors of the program, talked about 2022-2023, we need 6 additional staff members and 2 additional subs. Ms. Smith will do a survey a month from now to see how many are interested to serve and again in August to include interest of incoming staff. More answers will be available in May or August. Ms. Allen wants to be ahead of game to cover pre-k to 5th grade, if not possible then will have to scale down.

* **Teacher hiring**

Currently, interviewing and attended job fair. Ms. Allen is a firm believer to not hire at job fair, but to bring candidates into the building to gauge comfort and if the candidate is a good fit.

Currently, need to hire 1st grade position, math EIP position, nurse. For the nurse position, 8 candidates at this time, will see if can get them in next week

Teachers have received an extension for contract deadline- may be 10 have not signed and have until Friday. After Friday will now know how many positions we need to hire

Also conducting reference checks for every grade for prek-5 for jobs we have not even posted yet. earlier you hire better candidates receive

* **Bookfair Check:**

Ms. Allen is noting that she just learned about this during the meeting and that previous mail delivery always brought inside, never left outside. The new mail person is leaving mail in the outside box. There is a need to request the post office to not to leave mail in the outside box because it is not secure.

**Questions to Ms. Allen & Answers:**

* Hiring is for fall; deadline has passed to hire for this year.
* Are the vendors for aftercare or enrichment? Vendors are for enrichment
* Deadline to spend CARES money? I will get the new quote for the air purifiers. Deadline may be in the fall
* Discovery/1st grade vacancy situation? Mrs Merritt will be in the 1st class till end of year

The recommendations for 1st grade hiring is for the new school year. Mrs Merritt has graciously volunteered continue and to pull out students for discovery from other grade levels

* Purifiers? Small unit purifiers are still needed in some rooms.
* Does Mrs. Merritt need any help? Substitute and/or volunteers?

We would love to have substitutes; it is hard to get subs. Parents can reach out to her to ask if help is needed. Mrs. Merritt volunteered to continue and to continue to pull out discovery students. I really appreciate her.

* To continue to recognize the extraordinary work of all LRES staff and teachers, but may we also recognize some staff and teachers who have stepped up with the recent teacher and admin transitions: Clark, Merritt, Wierwille, Bohm, Potter, Bull, Guyton, Owens, Curry, Bell, King ,Henry

Ms. Allen noted that she definitely agrees

* Is there information about the possibility of an aftercare pilot program that was mentioned by Ms Schrock in the past (to staff aftercare with non teachers)

This is up to the principals. We already have a couple of teachers coming in from other elementary schools close by.

1. **Announcements**

* PTA members asked to start thinking about becoming PTA executive officials
* Bike/Walk to School and Meet & Greet with Ms. Allen

Wednesday, March 23, 2022

7:15am - 7:50am

* Spring Fling Dance

Friday, March 25, 2022

5:30pm - 7:30pm

* Family Movie Night

Friday, May 6, 2022- Time is TBD

(Tentative Rain Date: Friday, May 13th)

* LRES Field Day

Friday, May 6, 2022

* 2021-2022 LRES PTA General Membership Meetings

April 19, 2022

All meetings are scheduled to begin at 6:30 pm and are tentatively scheduled to be held via Zoom

**ADJOURNMENT**

Chantel Luncheon (President) adjourned the meeting 7:13 pm

END OF MINUTES