



**FRANCIS SCOTT KEY PTA GENERAL MEETING MINUTES**  
**Invite + Include = Community**

Date: October 13, 2020

Next General Meeting: November 14, 2020

Start Time: 6:07 PM

Approximate End Time: 7:05 PM

Location: Virtual ZOOM Mtg

**Present:** Kai Giuland, Emily LaTourrette, Pallavi Sheth, Rosalind Ng, Moneeka Shah, Albert Ko, Tina Paul Mulye, Rocky Koplik, Jessie Turnbaugh, Mimi Kasner, Nalima Malhotra, Ashley Smith, Catherine Reid, Anna Jaeger, Valeska Granados-Dickop, Brendon O'Neill, Carly Chillmon, Mike Brophy, Robert Klein, Wallace Family, Jessica Pullano, Lilly Manzone, Rachael Whang, Rob & Erika Van Harken, DanDan Chen

**President (Kai):**

1. Welcome

Approval of minutes from PTA General Meeting 9/16/20

- a. Motion to approve the minutes from 9/16/30- Tina
- b. Seconded by Anna Jaeger
- c. Motion passed unanimously

Gratitude (Moneeka)- A special thank you to the following parents and educators:

- d. Dalyce Bubemyre & Caroline Parker for Grandparents/Grandfriends Day Walk and Roll
- e. Katie Gaertner, Lisa Rockefeller, Monique Pflager, Jennifer Hedayati & Emily LaTourrette for Move-A-Thon
  - i. Thank you to Angela Chan for all the materials
  - ii. Ms. Kasner, Ms. Page, Mr. Speidel, Mr. Chinn, Ms. Ng, Ms. Chan, Mrs. Delaney, Mrs. Lam, Ms. Phong, and Ms. Lai for the extra support and fun videos for the Move-A-Thon
- f. Nicole Selcuk & Shari O'Neill for Halloween Activities

Guest Speaker - Kai introduced our 2nd District PTA Board President Albert Ko

**2nd District PTA President (Albert Ko):**

Thank you for having me. We need to speak up for our families.

1. What is 2nd District- a part of 27 district California PTA groups. LA is 1st, Sacramento is 3rd, etc. California is part of 54 congress organizations. There are over 5 million members. Membership is a measure of how strong our advocacy is. We have fought for kindergarten, hot lunches, etc. A large organization has a large voice. There are lobbyists who work with superintendents, board of supervisors, and board of education. We speak up and elevate important issues. There are 70 plus PTA presidents in the city. We as parents have to speak for our students and parents. We have to problem-solve. Children are our future and we have to invest in them.
2. Kai- Thank you Albert. We have started meeting with some of the other PTA executives to exchange ideas based on the region that we are in. It has given us a better perspective on what momentum we have going.
3. Albert- We really have to work together during this time, especially this year. We are in this together.
4. Kai- Albert and I met earlier today to discuss what we can do moving forward.

**Executive VP (Moneeka):** updates on outreach, community building

1. Calendar of Upcoming Events:

- a. Direct Donation Drive: began October 1st
- b. PTA Membership Drive: ongoing
- c. Move-A-Thon: October 13th-19th
- d. SSC Ballot Vote Due October 20th- Please Vote (voting link in meeting slides and in chat)
- e. Halloween Event (virtual)- Chairs will be sharing activities with help from teachers and staff

**President Continued (Kai):**

1. PTA/School Committees - Updates and detailed discussion ([Committee google sheet](#))
  - a. Distance Learning Committee downshifted to “as-needed” meetings
    - i. Current feedback indicated a less significant need. The concerns we had this summer are not coming to fruition. Thanks to to the SFUSD and our staff at FSK, things are going smoothly.
    - ii. Kai actively reaching out to DL committee volunteers to update them on our reasoning for down-shifting the status of this committee.
2. School Renaming Effort- overseen by School Site Council (SSC)
  - a. SSC Google Form sign-up has 6 formal members for the renaming effort.
  - b. For questions, reach out to Catherine Reid, Mrs. Kasner, or Kai
  - c. SSC Elections also underway (vote by Oct 20th)
  - d. More information to come after elections are complete
  - e. Mrs. Kasner- We have 8 people signed up. Encourages people to sign up to help lead the work for the school renaming effort. We have had 120 votes for SSC come in already.
3. Volunteer- Link to sign up in meeting slides.

**Executive VP (Moneeka):**

1. We need a PTA Outreach VP. If you know someone who likes to plan events, this would be a good position for them. Please email the PTA board if you are interested.
  - a. Mrs. Kasner- Virtual Tour Season is coming up in November. As Outreach VP, you get to meet with all of the potential incoming families during the school tours.
2. Our Historian Carrie Byun would appreciate all members to submit your volunteer hours.
  - a. Anna- We must report these hours for the purposes of taxes.
3. There are many ways to connect with our school and PTA:
  - a. Join our PTA, PTA Welcome Packet links in meeting slides
  - b. FSK Website, Instagram, Facebook (all links in meeting slides)
  - c. Email the PTA board at [pta\\_board@fskey.org](mailto:pta_board@fskey.org)

**President (Kai):**

-Please take the time to view the video for Prop 15 & 16, if the literature you may have already consumed has not helped solidify your view one way or the other. (Link to video in meeting slides and in chat).

-Emily- Please spread the word to be on board with Prop 15 to help public education, especially in larger districts like San Francisco.

**Fundraising (Emily L) :**

1. General Fundraising Update
  - a. Back 2 School Staff Care Package Fundraiser raised close to \$2800. The fundraiser honored our educators. Thank you all for participating. The teachers and staff were very excited to receive the package.
  - b. Sloat Garden Center: We won the fundraising competition and got a \$240 gift card. Our garden chairs will be working with our garden teacher to spend that money for our garden.
  - c. FSK Passport Update

- i. Partnerships with Beer Hall in October, Blackbird Books in November, Bask in November and December, Escape from NY Pizza in December all coming
- d. Adrienne- New beanies are now in stock and for sale for \$20 on the website. The poll indicated masks as a winner. The masks have been ordered.
- e. Move-a-Thon began today and runs through 10/19! [Website](#) and posts on [IG](#) and [FB](#).
  - i. Help us reach our fundraising goal of \$8,000 for this event. This is our major fundraiser for the Fall!
  - ii. Students can have one pledge for the whole week or a small amount per each 15 minute increment.
  - iii. If each child gets at least one pledge linked to their name AND fills out their tracker, they will get a prize. Other prizes will be given out for students who get the most amount in total pledge money.
  - iv. Pledge sheet and tracker are both in SeeSaw.
- f. We need more fundraising volunteers. Email [vpfundraising@fskey.org](mailto:vpfundraising@fskey.org) if interested.
- g. Direct Donation campaign goes all year, but the main target is between fall and the end of the calendar year. It helps us plan for next school year.

**Parliamentarian (Valeska):** Update on ByLaws

1. The state of CA just published new bylaws. We will adopt that version. Our PTA board is continuing to amend the bylaws to reflect recent changes. This should be done at latest mid-November, and there will be an update at the next General meeting.
  - a. Rosalind- The board has to vote on proposed amendments to the bylaws, and the vote then needs to be brought to the general meeting for approval.
2. Kai- We will plan to do this appropriately.
3. Valeska- If any of the PTA members want a copy of the bylaws for FSK, please email Valeska.

**Membership (Brendon):**

1. Membership Numbers & Goals- 186 current members. 74% of our Goal of 250!
2. Membership Drive Updates- The membership and direct donation is tax deductible and goes directly to the children. You will have a voice for our children if you join. Please consider joining if you have not already. Encourage a friend to join.

**Treasurer (Rocky):** Review monthly Treasurer's report- details of report shared via meeting slides

1. Fundraiser Goal is \$124,800. Raised to Date is \$20,558. Remaining to Raise is \$104,242
2. Available Cash \$54,436
3. Income vs Expense is basically a balanced budget this year.
4. If you look only at memberships and direct donations so far this year, we are nearly 50% up from what we had fundraised for our PTA at this point last year. We are slightly ahead of where we were last year in terms of fundraising.
5. Has completed and organized everything to get over to the accountant for the filing of this year's taxes. Thanks to Anna for her help. Received acknowledgement of confirmation that the documents were received. We will not have to file an extension, and will be able to file by the deadline of November 15th.

**VP Communication (Tina)** - drawing performed to give a \$10 Andytown gift card to one PTA member in attendance. Congratulations to Jessie Turnbaugh!

**Principal (Mimi):**

1. Earthquake Preparedness- The Great Shake Out is supposed to be this Thursday. Initially we planned to have the students participate at home, but we will plan to throw out a day in the future to practice an earthquake drill at home.

2. Filipinx History Month, visit virtual I.D.E.A.S. Gallery Slides/Video
3. SSC Ballot Vote, due October 20th (link in meeting slides and chat). Please fill out the Google form to vote. (link shared in chat). The SSC will meet on the 22nd to review the ballot, and share with the community, who are the top winners.
4. [M&M Virtual Office](#)
5. Other School Updates
  - a. We are trying to limit emails to the community weekly. If there is anything you would like to include in the weekly principal message, please reach out.
  - b. Received a request to send out messages in English, Chinese, & Spanish.
  - c. Thank you to Tina for keeping up our website, social media and emails to communicate with our community.
  - d. Met with staff to discuss report cards and how to assess students during the pandemic. We are looking into different ways of doing that. The hope is that the teachers will have enough time to feel comfortable assessing the children by the Parent/Teacher conference.
  - e. The Enrollment Fair is in November.