



## FRANCIS SCOTT KEY PTA GENERAL MEETING MINUTES

Invite + Include = Community

**Date: March 23rd, 2021**

**Next General Meeting: April 20th, 2021**

**Start Time: 6:37 PM**

**Approximate End Time: 8 PM**

**Location: Virtual ZOOM Mtg**

**Present:** Kai Giuland, Katie Gaertner, Valeska Granados-Dickopp, Carrie Byun, Dalyce Bubemyre, Laura Yang, Rachelle Sy, Annie Lee, Tina Paul Mulye, Rob & Erika Van-Harken, Emily Hittle, Emily LaTourrette, Mimi Kasner, Brendon O'Neill, Monique Pflager, Stacey Lee, Tristen Chang

### **President (Kai):**

1. Native American Territory Acknowledgement
2. Vote to Approve Feb 11, 2021 General Meeting Minutes
  - a. Motion to approve by Tina Paul Mulye
  - b. Motion seconded by Emily LaTourrette
  - c. Vote unanimously approved
3. Election Update- Kai & Valeska
  - a. We have two nominations. Tristen Chang has submitted a nomination form for Membership and Courtney Ryan for Outreach. If anyone else is interested, or if we have multiple nominations, we will have a ballot vote. If we only have one nomination per role, we will have a slate. We will vote virtually on April 20th. Only people who have been members for the last 30 days can vote. We will be doing a roll call to ensure that we adhere to California PTA processes. Any questions or anyone interested in running for a role?
4. Key Speakers and Topics for PTA
  - a. Distance Learning/School **Reopening Update** - Ms. Kasner
  - b. Association Vote - **Budget Reallocation** - Rocky
  - c. PTA Board **Election Update** - Kai & Valeska
  - d. **FSK Auction** Update - Tina & Katie

### **Treasurer (Rocky):** Budget Reallocation PTA Vote Needed → Support for Reopening and Beyond

1. We will move the money from the auction over to our PTA account. Details shared via slides.
  - a. Remaining to Raise \$55,868 does not include the money raised from the auction. Remaining to spend may change.
  - b. Available cash is \$90,233. We are in a position where we can leave Principal's Discretionary Fund and Rainy Day Fund untouched.
  - c. We will spend some money for the 5th grade account.
  - d. We still have Lockheed Martin Stock that totals over \$16,000 as of yesterday.
  - e. Direct Donations is above \$37,500
  - f. Many things that we would normally spend on are blank line items this year due to lack of need. I have not heard of plans for Professional Development. Gala Expenses will be close to \$1500 (budget was \$10,000). We negotiated to handle Art In Action dues in the next fiscal year.
  - g. Checks written in the last six weeks shared via screen.
2. We will be voting on some revisions to this year's budget. We have received one additional request and one additional expense from Mrs. Kasner to support a distance Audio system to allow teachers to be mic'ed up and communicate better in an environment with masks in each classroom. It will allow them to simultaneously do distance and in-person learning effectively. We had \$17,000 originally budgeted

for our online subscriptions for next year's school year. We have an additional expense of \$4,000. Redcat is \$38,799. We are trying to accommodate >\$43,000 that was not originally budgeted. We reviewed our anticipated fundraising and expenses/budget. If you take into account all of the results, we would come in at a roughly \$10,000 operating loss. The recommendation from the PTA board was that it is appropriate due to the purchases having a positive impact on the learning environment for all students. It will do so in the short term but also for several years to come. We have savings from anticipated expenses that will not come to pass. We can cover \$33,000 of the \$43,000. We will not touch funds from the Principal's Dis Fund or the Rainy Day Fund. We should be trying to spend the money that we are generating because we are a nonprofit, and if we incur a loss of \$10,000, we will still have a cash surplus of \$52,000.

- a. Monique via chat- Is Redcat access done through SFUSD or is it negotiable cost wise? Have other mic systems been compared/contrasted?
  1. Kai- It is going through SFUSD contracts.
  2. Mrs. Kasner- It is a district contract; CDWG (government rate) for public schools.
- b. **Vote- Kai asks the floor for a vote for budget reallocation of funds in support of needed technologies**
  1. **15/18 vote in favor. 3 abstained. Vote passes.**

### **Fundraising (Emily L) :**

- General Fundraising Update
  - Working on closing out the auction. Thanks to the Auction Co-Chairs, donors, sponsors, and bidders given.
  - Identifying additional Passport Opportunities
    - The Beer Hall- April 5-9
    - Sloat Garden Fundraiser- ends 3/28
- Online Auction & Virtual Update (Tina / Katie G.)
  - We are at \$41,148 raised for our auction total. After 3% from 32auctions/3% from PayPal fees and expenses, our total may be closer to \$38,000
  - \$2,000 received from our sponsors
  - Thanks to Angela Chang for the flyers/artwork created, donation crew (Dalyce, Adrienne, Sarah, Lilly, Monique), sponsors/donors, activity hosts, Mrs. Kasner, Mrs. Lam for adding slides on SeeSaw, staff for donating activities, Ms. Betty, Ms. Rosalind, Ms. Kusuma for communicating with our ELAC families, and our bidders given!

### **Secretary (Pallavi)**

-Pallavi to update myfsk.org calendar with dates

-Kai- Lifetouch will be the company for picture day this year. Check the website for updates on what dates will be.

-Mrs. Kasner- We will have 5 picture days instead of one. We have done a walkthrough to figure out the space to use. We can't do a panorama for 5th grade, but I will keep you updated on that.

### **Pegasus Parade**

-Tina- We have the Pegasus Parade planned for Friday April 9th from 4-5:15pm. We will have something fun for the staff/educators who shows up. We sold 18-19 spots and still have 20 spots left. Is it possible to email the community to continue to sell the remaining tickets?

-Dalyce- I think it is a great idea, and some may not have understood exactly what it is.

-Kai- Monique has an idea to create an English/Chinese flyers to sell the rest of the parade spots.

-Tina- The payment would be by check or paypal. Families would get confirmation from us prior to coming.

## PTA Board Election Nominations

- Collect any additional nominations from the floor - Nomination Form reminder
- General timeline for elections on April 20th (Next General Meeting)

**Executive VP (Moneeka):** Updates on community building and upcoming calendar events

- *Spring Break - **NO SCHOOL*** - Mar 29th - Apr 3rd
- PTA Board Mtg - Apr 8th
- PTA General Mtg - Apr 20th (Board Elections)

**Parliamentarian (Kai for Valeska):** Update on ByLaw Changes to be emailed out.

-Kai- We will send information to send out the ByLaws to vote in the election smoothly.

**Please log your hours for our PTA Historian Carrie. The next email should be coming out on the 9th.**

**Membership (Brendon):**

- Membership Numbers, Goals and Drive Updates- 191 members. 250 was our goal.

**Logowear (Adrienne):**

- General Logo wear Update - Beanies, masks, and more for sale [online](#)
  - Masks: \$15 each

**Principal (Mimi):**

1. Virtual Community Meeting held on March 18th. Link to presentation slides shared.
    - a. Discussed Community Survey Findings, School Priorities, and Reopening updates.
  2. In-Person Learning Survey submissions required by March 22nd.
  3. Mandatory Orientation will be scheduled for the week of April 5th.
  4. We are working on the schedules and meal service schedules while not comprising the students' learning.
  5. I will keep the community updated as I receive the information.
  6. We are figuring out how the yard space will work for all of the students.
  7. I will have a larger update soon.
- There may not be a 5th grade panorama picture. The individual pictures will be without masks and safe. There will be one entry and a different exit. The schedule will be spread into 5 days instead of one.
  - 
  - [M&M Virtual Office](#) - Wednesdays 12:00 - 1pm and Fridays from 1:00 - 2pm

Q & A

Monique- Will there be something for parents to sign prior to returning to school?

Mrs. Kasner- We put every single student in the system so that they will receive a registration package.