



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

Date: OCT 21st, 2021

Next General Meeting: NOV 16th, 2021

Start Time: 6:38 PM

Approximate End Time: 7:58 PM

Location: Virtual ZOOM Mtg

Present: Kai Guiland, Adrienne Carroll, Tina Paul Mulye, Carrie Byun, Jessica Rose Kwalick, Ling Tian, Emily Hittle, Katie Gaertner, Carly Chillmon, Rachelle Sy, Tristen Chang, Greg Layshock, Michelle Vidal, Urvi Parikh, Jamie Rayman, Chanel Blackwell, Carly Zapata, Brendon O'Neill, Holly Delaney-Valenzuela, Rocky Koplik, Adam Kong, John Blackwell, Shioko Anderson, Mimi Kasner, Henry D, Anna Jaeger, Allison Pagatpan, Alex Hwu, Holly Coombs, Evelyn Reid, Mason

1. President (Kai):

- a. Native American Territory Acknowledgement
- b. Vote to Approve SEP 23, 2021 General Meeting Minutes
 - i. Motion to approve minutes by Rachelle Sy
 - ii. Motion seconded by Carrie Byun
 - iii. Vote on motion to approved by a majority of votes
- c. Key Speakers and Topics for meeting
 - i. Gratitude and Calendar Review - Kai / Adrienne
 - a. Thank you to principals, teachers and staff for a great 10 weeks back.
 - b. Ling, Tina, Katie, Lilly and MAT Team for a great fall fundraiser.
 - c. Calendar Review- shared via slide and updated on myfsk.org
 - i. Carly- Garden Party will be rescheduled due to rain
 - ii. 10/19- Adrienne- Teachers will share pictures of the day since parents will not be welcome
 - iii. Parent Teacher conferences 11/15-11/19
 - ii. Upcoming PTA/School Events & Volunteer Opportunities
 - a. Stop, Drop, and Go
 - i. 7:30-8:00am for volunteers
 - b. Outdoor Table Set-up and Clean-up Volunteers
 - c. Yearbook Committee
 - d. Science Sack Volunteers
 - e. One 5G room parent for Ms. Ng
 - i. Molly- Daria's parents will be room parents for Ms. Ng
 - iii. 5G Fundraiser Planning - Community feedback requested- Chanel
 - a. Jan 15th, 2022 from 5-7:30pm time slot has been offered by Yerba Buena Ice Skating Rink manager Bonnie, indoors
 - b. Chanel has been given safety guidelines (minimum 200 attendance required, masks, vaccinated patrons age 12 and up).
 - c. Packaged food
 - d. We will give her our decision tomorrow, after receiving community feedback and looking at the google survey that went out to 5G families this week
 - e. Kai- Can we meet this attendance minimum?
 - i. Molly- 394 attended the last one pre-COVID
 - ii. 10 attendees say yes, 3 say pending vaccines, 1 would be out of town
 - iii. Molly- cost has not been analyzed. Asks to send out a survey to the whole school because the deposit would be a big loss.
 - iv. Tina- There was an idea about having an outdoor event, but weather may be a

- hindrance
- v. Mimi- Eating can be staggered by groups and set up adequate space. Maybe we can use the outdoor space for food.
 - 1. Chanel thinks Bonnie may be amenable to this.
 - 2. Anna- They give stamps.
- vi. Kai- Would like to get a poll of the rest of the school. Will touch base with Chanel and Molly tomorrow.
- vii. Tina shared survey link in chat for attendees to fill out

2. Treasurer (Rocky):

- a. Budget 2021-2022 Review
 - i. Encourages teachers to take advantage of professional funding as we as a PTA are well positioned to support our teachers
 - ii. Raised to date \$55,613. Remaining to Raise \$94,387
 - iii. Expense Budget \$166,540. Spent to Date \$42,970.
 - iv. Available cash \$85,920
 - v. Lockheed Martin stock is \$16,279 in value
 - vi. Checks cashed shared via slide
- b. Rachelle has been helping with the reconciliation process. We should not have a problem if we need a tax extension, but we should be timely in filing taxes. We got our raffle paperwork to run a raffle between now and 8/21/22.

3. Fundraising (Ling):

- a. Fundraising for 2021-2022 School Year
 - i. Move-A-Thon- We raised ~\$26,000 after 99% counting
 - 1. Tina and Katie offer thanks to the FSK community and to Ling for contributing to the MAT.
 - 2. Many companies offer matches. Since the timing of the MAT didn't line up with matching, so Ling will follow up on company matches for what has been donated year to date, by the year's end.
 - ii. December- Direct and Corporate Matching Donations drive
 - iii. January- Skate Night
 - iv. Lunar New Year Raffle- need a Chair/Team
 - v. Other ways to support FSK shared via slide

4. Outreach (Tristen Emily Lawrence)

- a. Updates on regarding Weekend Playdates
 - i. 11/14 for 2-5G from 2-4?
 - ii. Virtual School Tours coming up
 - iii. Room Parents Social to come

5. Membership (Tristen):

- a. Membership Numbers, 2021-2022 Goals and Membership Drive Updates
 - i. 203 members!!!

6. Historian (Carrie):

- a. Volunteer Hours ~ Help to represent our community's strength
 - i. If you forgot to add your hours, add them anytime
 - ii. We have logged 1,219 hours so far

7. Logowear (Adrienne):

- a. General Logowear Update - Masks, and more for sale [online](#)
- b. Orders can be delivered to classroom; please note child's name and room number in notes section when ordering online

8. Communication & Technology (Tina & Emily H.):

- a. Parent Square is going well, form to sign up shared via chat
 - i. Tina- Encourages everyone to sign up!
- b. Website myfsk.org has been getting minor updates. Give feedback!
- c. Kai- We want to leverage ParentSquare and reduce emails but for now we are dually communicating.

9. Principal (Mrs. Kasner / Ms. Page):

- a. Please read our weekly update email on Fridays
- b. School Site Council- Congrats to new members Jessica, Carly.
- c. Lunch- indoor lunch/recess in rainy weather went well
- d. Volunteers- allowed at school, please sign in and follow guidelines. Art In Action will start up soon
- e. Family Check-In Survey Results
 - i. Families who have concerns have been reached out to.
- f. Enrollment Sessions for 2022-23
 - i. 10/26 online at 10a, 1pm, 5pm (Link to be posted online)
 - ii. Nov-Jan in person yard meet-up
- g. Playworks Recess Reboot
 - i. Playworks with Coach Matt this week, plans changed slightly due to rain
 - ii. Testimonial by Ms. Page on experience with Playworks this week shared via slide
 - iii. Kai- Was able to meet with Ms. Page and Mrs. Kasner today, and offers thanks to both for their efforts put into the recess reboot. The meetings provided affirmation that they have been doing good work already. There is a lot to process moving forward, and offers PTA support as the Reboot with Playworks continues.
 - iv. Mrs. Kasner- We tried to include the whole school to keep an open dialogue and get feedback. Today was the last meeting. The staff talked about what we will look into moving forward.
 1. Images from the meetings shared via slides. Coach Matt worked with the children as whole groups to review rules. There are different ideas and concepts for children to work on.
 2. Due to the rainy day, Coach Matt went and observed indoor recess. Mrs. Kasner to follow up on what activities were done indoors.
 3. Playworks focuses on safety, engagement, and empowerment. We talked about zoning, which we have been doing during the pandemic.
 4. One goal is for children to have space to be in control of their play. Looking into structured and unstructured play. Opportunities to relax will be provided.
 - v. Empowerment and Inclusivity- looking into junior coach options.