



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

Date: MAR 22ND, 2022

Next General Meeting: APR 21ST, 2022

Location: Virtual ZOOM Mtg

Start Time: 6:37 PM

End Time: 7:30 PM

Present: Kai Guiland, Pallavi Sheth, Tina Paul Mulye, Valeska Granados-Dickopp, Ling Tian, Mimi Kasner, Abbey Levantini, Alison Carabetta Gerten, Annie Lee, Carrie Byun, Dan McKinley, Elaine Huang, Emily LaTourrette, Emily Lawrence, Holly Coombs, Josue Zapata, Katie Gaertner, Kelly Heath, Molly Calcagno, Rachael Whang, Rachelle Sy, Rocky Koplik, Shirley, Steven Bonaccorso, Rachelle Sy, Jessica Rose Kwalick, Carly Chillmon, Brendon O'Neill, Emily Garvie, Rebecca Herman, Stacey and Travis Haft, Rosalind Ng, Cecily Rogers, Jessica Pullano, Molly Layshock

1. President (Kai):

- a. Native American Territory Acknowledgement
- b. Vote to Approve Feb. 17th, 2022 General Meeting Minutes
 - i. Motion to approve minutes by Carrie Byun
 - ii. Motion seconded by Tina Paul Mulye
 - iii. Vote on motion approved unanimously
 - i. Gratitude and Calendar Review - Kai
 1. Thank you to FSK Gala and Auction chairs Tina and Katie for all of their work and success for our Online Auction and in person Gala!
 2. Thanks to all staff, parents/caregivers and local businesses
 - ii. Upcoming PTA/School Events & Volunteer Opportunities
 1. Please sign up to volunteer for upcoming events (Movie Night, Maker Faire, Spring Dance), Outdoor Table Set-up and Clean-up, Stop, Drop, and Go Coordinators and Volunteers, Art in Action, and Science Sacks
 - iii. Calendar Review- Dates shared via Slide
- a. April 21- New Board Elections at PTA General Meeting
 - i. Request for Nominations (Ends 3/25)
- b. May 24- PTA General Meeting- Budget Vote 2022-23
- c. Mrs. Kasner- will confirm 5G promotion for Fri 5/27 and Kindergarten Promotion for Tue 5/31

2. Parliamentarian (Valeska)- New Board Members Needed

- i. Open Board Positions shared via slides- President, VP Technology
- ii. Chairs- Volunteer Coordinators, Auction/Gala Chairs, Garden Chairs
- iii. Nomination form link shared via slide/chat
- iv. Election nominations will be shared this Friday 3/25
- v. Kai- Stresses that PTA board roles are a team effort. Offers help from the role of BMAL if the new board appoints him as so. The nature of our organization would change to a PTO, if a president elect is not identified for next year.

3. Fundraising (Ling) & Gala/Auction Cmte (Tina/Katie):

- a. Gala/Auction Fundraising Estimates- Great success!! We are getting very close to our \$150,000
 - i. We are still reconciling numbers
- b. April and May Fundraising Updates
 - i. 4/22- Movie Night
 - ii. 4/30- Skate Night (5G Fundraiser)
 - iii. May will have community events of Teacher/Staff Appreciation Week, Maker Faire, and Spring Dance
- c. Gala Auction & Gala- Tina and Katie
 - i. NET Estimate for our Gala/Auction- payments still trickling in, but so far have raised \$74,000!!!! (expenses for both events estimated \$9K, below \$10K budget)
 - ii. Goal to get Gala and Online Auction payments in by 3/25
 - iii. Seeking new Chairs for next year!!

4. Treasurer (Rocky)- Budget 2021-2022 Review / 2022-23 Budget Planning

- a. Incoming/Fundraising Target \$150,000; Raised to Date \$134,618 (not inclusive of \$~20,000 of checks), Remaining to Raise \$15,382
- b. Expense Budget \$166,540; We still have expenses of about \$60,000 to spend.
- c. Available Cash \$126,840. Reserves have grown. Keep this in mind when creating our straw budget. Encourages members to think about new ideas to include in our next year's budget.
- d. Budget Report shared via slide, highlighted Gala line item, Professional Development, Art in Action, Online Subscriptions
- e. Checks written shared via slides

5. Historian (Carrie)

- a. >3,000 hours logged. Link to log hours shared via slide.

5. Logowear (Carrie)

- a. Purchase logowear online, link shared via slide to purchase! Fridays are spirit days!

6. Outreach (Emily Lawrence) & Membership (Tristen):

- a. Updates on Weekend Playdates- 3G/5G Playground this Sat March 26 3-5p at Boat Park. Thank you to Holly and the Gathering Crew for organizing this event.
- b. Spring Dance- Fri 5/20 from 6-8p. Michelle Vidal chairing event. Recruiting volunteers for Dance Committee.
- c. Welcoming New/Incoming Families
 - i. Look ahead for Buddy Family connections and Summer Playdates

7. Membership (Kai)

- a. Goal is 250 members. We have 216 members currently.

8, Technology (Kai)

- a. ParentSquare- may move to using this solely next year vs email

9. Principal's Update (Mrs. Kasner)

- a. Shared budget for SFUSD during
 - i. Able to keep positions, but our spending money is limited
 - ii. Appreciates PTA fundraising for supporting our programs going for our students
 - iii. Traffic Safety- last few days we only have 1-2 parents helping with Stop, Drop, & Go- please sign up
 - iv. Lost and Found items donated to a Ukrainian cause
 - v. Rocky- Asks about changes to use of play structure

1. Mrs. Kasner- Endorses lack of staff to supervise students. Recently had multiple incidences of children breaking their arm while being unsafe on bars. Addresses opportunity for repeat training of staff and children on safe use/supervision of play. Has not talked in depth with staff re: decision to change structure use, however they do have autonomy to make that decision.
- b. FSK Covid19 Updates
- i. Covid test kits distributed 3/21
 - ii. Protocols are constantly changing. After Spring Break, guidance will be sent home to parents explaining new guidelines that will be implemented. Currently the district has made indoor masks optional after break.
 - iii. Maker Faire- We need help. Donate recycled materials! Kids have so much fun. 12-4p so that we have time to set up and clean up.
 1. Tina- Will it be open to the community?
 - a. Mrs. Kasner- In the past, we have, however we will make a decision closer to the date depending on if things feel safe related to COVID.