

Top of the World Elementary School PTA – Meeting Minutes

September, 2023 | 10:00AM | TOW MPR

Meeting called to Order by Meredith McMahon at 10:00 AM

In Attendance List (14) Ayesha Mahapatra, Kelly Houdek, Matt Hendrick, Meghan Schooler, Vivian Tran, Sabine Leeson, Valiha Strecker, Meredith McMahon, Kristin Tovtin, Lauren Styskal, Nicole Dunlop, Tala Binderson, Ana Downey, Cathay Adair, Brenton Hands, Catherine Hands, Melissa Fernandez Evans, Stephanie Singer, Julie Spencer, Naomi Duncan, Marie Bammer, Meagan Simmons

Actions / Motions

Agenda Item	By:	Motion Adopted	Key Points
Welcome	Meredith McMahon		
Financial Report: Report Presentation	Matt Hendrick		Presented Budget-to-Actual YTD report, Treasurer's Report, and Annual Financial Report, Fundraiser Summary YTD report -Review budget requests for grade level & committees (Line item/teacher budget, field trips)
MOTION: Approve FY24 Budget, including Field Trip Items	Matt Hendrick	Approved	No opposition
MOTION: Ratify checks 1645-1652	Matt Hendrick	Approved	No discussion/opposition
MOTION: Release approved funds from today through next regularly scheduled TOW PTA Meeting, 10/4/23	Matt Hendrick	Approved	No discussion/opposition

COMMITTEE REPORTS:			
<u>Principal's Update</u>	Meghan Schooler		<p>Focus on DEI immersion into TOW to create a positive, inclusive & safe environment.</p> <ul style="list-style-type: none"> -How can we support parents? -Book Club, Podcasts, In-person discussion/meetings. -How can we support kids? -Zones of Emotion, Formal Training for parent volunteers to provide additional presence - "Rainbow Leaders". -Discussion re: Presence of Crossing Guards at crosswalks on surrounding city streets. -Volunteer pull/Possible "Meet & Greet"/Get to Know the PTA: for new families/Kinder
<u>5th Grade Promotion</u>	Vivian Tran		<p>\$10K Budget Need to find a chair Assembling list of "To Do's/Jobs to be filled"</p>
<u>Parliamentarian</u>	Ayesha Mahapatra		<p>Ratify Bylaws Discussion re: Meeting Date change to 2nd Wednesday of the month</p>
<u>Motion:</u> Move to approve the TOW bylaws that have been recently amended.	Ayesha Mahapatra	Approved	No discussion/opposition
<u>School Power</u>	Ayesha Mahapatra		<p>Family Resource Center Update</p> <ul style="list-style-type: none"> -9/16 first Book Club -10/10 Dodgeball -11/28 Giving Tuesday/donor match -3/23 Gala <p>Discussion re: How to use grant money for TOW</p>
<u>Bonanza</u>	Nicole Dunlop		<p>Friday 10/13</p> <p>Currently reaching out to vendors, looking for volunteers. PTA general ask for volunteer support at BTSN. Discussion re: no pumpkin auction this year, 5th Grade to auction surfboard art, Teacher Experiences, Class baskets</p>

<u>Staff Appreciation</u>	Valiha Strecker		Continue with monthly “mini appreciations” for teachers. Need volunteers.
<u>Diversity, Equity, Inclusion</u>	Ana Downey		Continue with celebration of holidays & cultural backgrounds to be inclusive of all TOW families. Discussion re: Guidelines for planning Inclusive programs.
<u>Membership</u>	Julie Spencer		Currently 211/350 Goal BTSN Video, Staff Raffle, Bonanza Table with raffle
<u>Open Forum</u>	Meredith McMahon		Open PTA Positions for 2023/2024 School Year: Family Art Night, Family Steam Day, Talent Show, Family Literacy Night/Book Swap Seegerstrom Assemblies, Nat’l Walk to School Day
Next PTA Meeting			October 4, 2023 - MPR
Meeting adjourned			11:14AM

Signed and Submitted By:

Kelly Houdek

PTA Secretary 2023-2024