



# Meeting Minutes

PTA: Southwood Elementary School; General PTSA Business Meeting

Date: September 22, 2020

Time: 7:00 p.m. – 8:00 p.m.

- I. Call to Order:** The general business meeting of the Southwood Elementary PTA was held via Zoom on Tuesday, September 22nd, 2020. The Vice President Marie Claggett called the meeting to order at 7:11pm. The following members were present:

Marie Claggett	Jessie Diaz	Megan Durrance
Stacey Tanenbaum	Wendy Scotchie	Veronica Munoz
Gena Fillion	Suheyn Zambrano	Angela Meyers-Serrano
Jessica Jarrell		

**II. 2020-2021 Executive Board and Committee Chairs**

- Megan Durrance, President
- Marie Claggett, Treasurer
- Suheyn Zambrano, Secretary
- Stacey Tanenbaum, Principal
- Veronica Munoz, Events
- Linda White, Fundraising
- TBD, Membership
- TBD, Box Tops
- TBD, Green Team
- TBD, Hospitality
- TBD, Newsletter

- III. Approval of Minutes:** Marie Claggett approved the minutes as read from May 16, 2020. Stacey Tanenbaum seconded it with no corrections.

**IV. Principal’s Report:**

- 70 students have selected to come back on campus
- Meeting with a couple of teams to discuss
- 2 clinics available now
  - COVID symptoms
    - Temperature
    - Excessive coughing
    - Loss of taste or smell
  - Other aid
- Started tutoring
- LaunchEd students
  - Some students need help with platform
  - Others need help at home
- iReady testing was completed
- Devices seem to have issues with microphones
- About 97% of staff are working on campus
- Open house (virtual) - October 15th

**V. Treasurer’s Report:**

- Summer Interim Budget was reviewed: Approximately 575 lanyards were purchased to cover all students and staff
- Annual Estimated Budget - Approved unanimously
  - Hoping to raise \$1K on Spirit Nights as area restaurants are now doing Spirit Weeks
  - Chick Fil A will happen again but will need more word of mouth/promotion



- Papa Johns will be available with an online code
- Power of Purpose Fundraiser (Fall)
- Believe Kids Fundraiser (Spring)
- Talent Show (TBD)
- Valentine's Candy Gram (TBD)
- St Augustine Field Trip - unsure about whether funds will be raised
- School Supply Sale (pre-packaged) - starting in April
- Other special programs shared (Book Swap, Multicultural Night, Family Game Night, etc.)

**VI. Teacher Update**

- Children doing impressively well

**VII. School Counselor Update, Wendy Scotchie**

- Individual check-ins with each student and offer school resources
- Looking to begin virtual recess
  - Possibly starting in October
  - Per grade level
  - Increase class community

**VIII. Old Business**

- Emergency Election
  - PTA President - Megan Durrance was elected with a unanimous vote in the affirmative
  - Please let the record show that Megan Durrance should be added as a signer on the bank account, and with Mrs. Claggett's appointment as Treasurer; Leasidas Arce should be removed from the bank account.
  - PTA Secretary - Suheyn Zambrano was elected with a unanimous vote in the affirmative
- Open board positions shared – No volunteers at this time.

**IX. New Business**

- Current by-laws state meetings and voting need to occur in person
  - Due to the emergency order, meetings and voting are occurring by teleconference
    - Amended by-laws approved
- National School of Excellence
  - A recognition program that supports and celebrates partnerships
  - Awards up to \$5K in grant money to our school
- Preview of the Year: Programs/Efforts PTA provides and/or Supports
  - Back to School Welcome Breakfast for Teachers and Staff
  - Monthly Teacher Appreciation Days
  - Virtual Parent Gatherings per grade level
  - Virtual game nights
  - Power of Purpose Fundraiser
  - Day of Awesome - Spring Field Day
  - 4 general membership meetings planned
  - Advocacy: attended school board meetings, state PTA meeting
  - More to be announced

**X. How Can You Help?**

- Attend school board meetings
- Know your reps



**XI. PTA Meeting Dates**

- Jan 26 - 7pm (mid year review)
- March 9 - 7pm (spring planning)
- April 20 - 7pm (open board position)
- May 11 - 6:30pm (elections & end of year review)

**XII. Poll to update Southwood Teddy Bear Logo Options**

- Waving bear wins poll 71% vs original logo 29% via Zoom
- Tally of votes will continue
- Voters liked Version 2 font but graphic on Version 1

**XIII. Announcements/Questions/Suggestions**

- [SouthwoodElemPTA@gmail.com](mailto:SouthwoodElemPTA@gmail.com) or the appropriate committee chair
- National Walk to School Day - October 2
- Spirit Week at Papa Johns - October 5 - 12
- Online Parent Meetups - Tues, Wed, Fri - 6pm
  - Flyers to be sent once a month for more participation
  - Registration required
- Open House - Oct 15
- Red Ribbon Week - Oct 23-31
- No School - Oct 30

Meeting was adjourned at 8:01 pm.