

Hearst Elementary School PTA E-Board Mtg
April 1, 2020

Attendees via Zoom: Kerry Schwed, Beth Prince, Christina Burnett, Deb Dasgupta, Kristine Inchausti, Ashley Boyle, Christine Galano, Susan Chun, Anne MacMillan, and Principal Geoffroy.

1) April PTA

- a. No physical or virtual meeting, communications to go out via Bloomz and room parent e-mails. Communications to include:
 - i. Information on aid to families for groceries
 - 1. Several families impacted by the pandemic have reached out to Ms. Nishimura and Ms. Brown.
 - 2. Families have been directed to other city resources for other needs.
 - 3. E-board has released funds for Giant gift card purchases, more detail in the Budget/Finance Update
 - ii. Laptop pick-up for students that still need technology access. Next distance learning packets to be distributed April 14-15.
 - iii. Information on what, if any, enrichment will look like at the end of April.
 - iv. Reminder to families to use Amazon Smiles for their orders so that the Hearst PTA can benefit.
 - v. Recruitment for Executive Board open positions.
 - 1. Will also be posted on the listserv and Bloomz
 - 2. Should there be 2 co-treasurers and a contracted book keeper?
 - a. Co-treasurers could focus on budgeting and leave minutia to contractor.
 - b. Susan has added a proposed line item for the contractor in the draft budget.
 - vi. Presentation will also include owl coloring pages for Hearst students to color and show their pride in their home windows and apartment doors.

2) Budget/Finance Update

- a. Executive Board reviewed the current status of the SY 19/20 budget and discussed anticipated changes for the end of year for the current budget and for SY 20/21 budget based on the effects of the pandemic closures. Kristine and Susan will wrap-up and send out a final version for review as soon as possible. Vote by the PTA community will be held in May. Current budgeting indicates that the PTA reserve funds will need to be tapped in SY 20/21.
 - i. Auction SY 19/20
 - 1. Christina will send Kristine and Susan the current income reports from the auction software.
 - 2. Auction 2020 remains in limbo; further decisions will be based on the Mayor's directives and what remaining items are sellable
 - 3. May recruit teachers to sell "live" auction items virtually
 - ii. Yearbook SY 19/20
 - 1. Ms. Boyle reported that the yearbook would not yield any income this year
 - iii. 5th grade promotion SY 19/20

1. Every 5th grader will get a yearbook, expense for promotion will be less since there will be no end of the year trip
- iv. Field trips SY 19/20
 1. No expenses for the remainder of the school year since field trips are cancelled, unsure what will happen next year.
- v. Expenditures for Teacher Appreciation Week for SY 20/21 will remain the same level as initially budgeted for SY 19/20
- vi. Enrichment
 1. Kaizen payments for SY 19/20 still need to be resolved, should only be for 3 months.
 2. Budget will look at both the \$70/hr for teachers or the sliding wage for SY 201/21
- vii. Drama Club
 1. Support will continue for SY 19/20 for now
 2. A virtual performance of the spring musical is in the works.
- viii. PTA gifts to remain the same for SY 19/20 and 20/21
- ix. Smartboard repairs are on hold for now
- b. The Executive Board fund has been used to support families in need due to hardships from the pandemic
 - i. Ms. Nishimura and Ms. Brown provided list of families that needed support with obtaining groceries.
 - ii. Other resources are available to the families by the city, but they must meet certain parameters.
 - iii. Families of 2-3 members received \$50 gift cards every 2 weeks, families of 4 or more members received \$100 gift cards every 2 weeks.
 - iv. Board will seek contributions from the PTA community to continue providing grocery assistance to families in need
 - v. Currently no assistance is going to staff members. Teachers and administrative staff are being paid; however, it is unclear what the circumstances are for contract staff such as security and cafeteria workers.