

WMS PTSA Board Meeting Minutes
April 6, 2020, 6 pm via Zoom

Present on Zoom: Emily Lieberman, Cliff Meyer, Laura Crain, Claire Hogan, Elaine Harger, Janey, Petty, Brenda Price, Casey Sommers, Ya'Vonne Hubbard, Katherine Barr, David Wasserman, Principal Katrina Hunt

- 1) Edit to April Board meeting minutes regarding yearbooks: they have been ordered but not paid for. **January, March, and April minutes unanimously approved** with edits to the April minutes as noted above. Moved by Emily, seconded by Cliff.
- 2) New policy proposed and approved regarding accepting donations to give gift cards to families in need.
 - a. WMS received some money from a nonprofit (Alliance for Education's "Right Now Needs Fund"). With this money they were able to support about sixty families but the counselors say at least 40 more families need this kind of support.
 - b. Laura has developed a policy to allow WMS families to donate money to the WMS PTSA to purchase gift cards to give to families in need (Safeway, Target, and Kroger gift cards have been requested).
 - c. We would be accepting restricted donations for this purpose and creating a separate budget line item for this purpose. We would be accepting monetary donations, purchasing gift cards, and delivering them to the WMS counselors to give to families.
 - d. This is allowed within our charter, and other PTSAs (including Franklin) are doing the same thing.
 - e. Policy (with slight revision providing that WMS counseling staff will choose stores to purchase gift cards from) **approved unanimously**. Motion by David, second by Elaine.
- 3) Related budget change: **BOARD VOTED unanimously** to set up restricted fund account per the policy above and to reallocate \$10,000 from the opportunity grant fund immediately to fund this. Laura moved and Cliff seconded.
 - a. Opportunity grant line item still has money left in it. Principal Hunt will advertise to staff who don't have internet access at home and/or who need other support for online learning.
- 4) 2020/21 Budget:
 - a. We don't know what to anticipate next year; leaving flexibility for expenses that may arise (we may need to make some major changes over the summer depending on state budget cuts).
 - b. We have built up reserves because of concern that HOST/Levy programs would lose funding, but the levy money has been renewed so we have some flexibility to use those reserves.
 - c. Proposed budget presented; will be voted on in June. This is fairly similar to last year's budget and adds some requests from WMS staff. Laura will add the yearbook expense.
 - d. This proposed budget spends down reserves by over \$59,000.

- e. Elaine: please maintain budget line item for garden (which was eliminated because it hasn't been used in a few years). TAF said they are interested in using the garden, and the Green Plate Special gardening program is likely to continue.
 - f. Budget vote will be in June and budget can be adjusted by the next board over the summer if needed.
 - g. Q: should we add a line item for additional sanitation needs? A: we have school support line items that can be used for this (and possibly also for masks too).
- 5) Recruitment of PTSA board/officers: need to continue outreach to families, coordinate with TAF, find a WMS staff rep.
- 6) Timing of future meetings:
- a. Need to pass a budget
 - b. Need a final general meeting and election of officers
 - i. Nomination supposed to be submitted to our members 15 days before election
 - ii. We can hold election on Zoom but not by email.
 - c. Next Board meeting June 1, final general meeting June 16. Cliff will look into whether the final meeting can happen sooner.
- 7) 8th Grade Promotion
- a. We have a budget for promotion; Casey is coordinating with WMS administration to determine ways for PTSA to support.
- 8) Book Giveaway: PTSA can provide funds to purchase books for students. Elaine approached the WMS Language Arts team & everyone liked the idea of a Book In Common that could be purchased for the whole school. This can be paid for through the library budget or an opportunity grant or unused WALApalooza money. Cliff and Elaine will coordinate about this.

Meeting adjourned at 7:49 p.m. Minutes taken by Emily Lieberman.