

Minutes-Virtual PTA Meeting

**In-person meeting rescheduled and held virtually due to inclement weather*

August 26, 2021

- I. Agenda and proposed 2021-22 Calendar shared
 - a. New and returning members welcomed

- II. President's Message
 - a. PTA Mission and Vision statements shared
 - i. PTA strives to unite families and support a nurturing educational environment
 - ii. Will support the needs of the school community across all grade levels
 - iii. Will support programs and activities that foster a diverse and engaged community
 - b. Elected and appointed members of the board introduced
 - President- Ta'mora Jackson
 - Vice President- Baiyina Brown and Jennifer Liboon
 - Treasurer- Mark Graham
 - Recording Secretary – Davida Washington
 - Corresponding Secretary- Monica Cameron Frichtel
 - Communications Chair- Lynsey Augustus and Mariana Mendez
 - Chair of Projects and Events- Meghan Medlock
 - Chair of Fundraising- Natasha Broadwater
 - Membership Chair- Kate Giancatarino
 - Garden Committee Chair - Meredith Jacoby
 - Playground Committee Chair- Kristin Roth
 - Lower School Representative- Orien Smith-Warren and Lynda O'Leary
 - Lower School Teacher Representative- Kimberly Smith
 - Upper School Representative- Helen Salahuddin

- III. Principal's Message
 - a. School opening updates
 - i. Upper School Orientation held for grades 6, 7, and 8 held on 8/26
 - ii. K-5 Open House on Friday 8/27 from 10am- 12pm on school yard
 - b. New C.W. Henry team members!
 - i. Mr. Wilson (Assistant Principal), Ms. Ausen (School Counselor), Ms. Tacchino (6/7 Math), and Ms. Blunt (Kindergarten)
 1. More information provided in the recent family letter shared
 - c. Dismissal Procedures
 - i. Arrival and dismissal details will be shared with families soon
 - ii. Kindergarten students will have half days 8/31, 9/1, 9/2, 9/3, and 9/8
 - d. School Visitation Policy
 - i. Will be limiting the number of visitors to the school building due to COVID protocols
 - ii. Masked visitors will have access to the main office
 - e. Upcoming Family Forums
 - i. Forum recordings will be accessible online via the CW Henry / Principal Davis YouTube Page
 - ii. Next forum scheduled for September 14th at 10am and 5pm
 - iii. Principal Davis can be reached at kdavis@philasd.org for more information

IV. Proposed 2021-22 PTA Calendar

- a. Calendar planned for normal circumstances with safety adaptations
 - i. Will evaluate the feasibility of events as the year progresses
 1. Safety concerns and volunteer availability will impact TBD (*To Be Determined*) events
- b. Scheduled events and corresponding dates reviewed
 - i. Calendar updates and additions made
**Final calendar shared below*
 - ii. Event details will be shared online via the PTA website and Facebook Page
 1. Event specifics will also be shared via grade level FB pages and Remind
 - iii. Calendar approval vote delayed to accommodate members needing to activate/renew memberships
 1. Memberships must be active to participate in approval votes
 2. Memberships can join online via the member hub-
<https://cwhenrypta.memberhub.com/store>

V. Finance Presentation

- a. PTA Financial Objectives-
 - Will aim to impact the widest number of people in the school community
 - Will support both the upper and lower schools
 - Will support both social and academic enrichment
 - PTA efforts will align with school priorities
 - Budgeting for a normal school year and will make adjustments impacted by COVID as they arise
 - Striving for a balanced budget with half of annual expenses held in reserves
- b. Proposed budget reviewed
 - i. Links to budget spreadsheet and presentation shared
 1. Budgets from previous academic years compared
 2. \$34,630 in expected income
 - a. Setting income budget at a level similar to our last pre-pandemic year
 - b. Miss Chocolate, Scholastic Book Fair, and Face Mask Sale among the upcoming fundraisers
 3. \$34,928 in expected expenses
 - a. PTA's goal is to fund educational and community investments within a relatively balanced budget
 - b. Revenue expenditure will go towards classroom support, appreciation events, program support, and needed administrative fees
 - ii. Approximately \$24,888 in current savings/reserves
 1. PTA aims to have half of the annual budget in reserves as a spending cushion
- c. Members voted to approve Calendar and Budget
 - i. 37 votes to approve 2021-22 Proposed Calendar (*0 Nay or Abstain*)
 - ii. 36 votes to approve 2021-22 Budget (*0 Nay or Abstain*)

VI. Q&A /Open Forum

- a. Volunteer opportunities/ Committee involvement

- i. PTA Committees welcome volunteers
 - 1. Committee details and contact information will be shared with members soon!
 - 2. Volunteers needed help plan, organize, and participate in events
 - a. Volunteer sub-committees will be needed to organize specific TBD events
- b. Upcoming Fundraisers and Events details
 - i. Miss Chocolate Fundraiser
 - 1. Catalogue sale with proceeds that benefit the PTA
 - 2. Sale packets will be sent home with students
 - 3. Sale begins September 20th!
 - ii. Mask Fundraiser
 - 1. C.W. Henry face masks will be available for purchase via the member hub
 - 2. Soft, 2 ply masks with school emblem and a name tag label
 - iii. Back to School Clean-Up
 - 1. Sunday, August 29th from 9am -12pm
 - 2. Participants asked to bring masks
 - 3. Task list and supplies will be provided
- c. Communication Folders
 - i. PTA working with the school to provide communication folders that will go home with students
 - ii. Folders will provide parents with information about upcoming PTA events
- d. PTA will explore the possibility of hosting future meetings that can be simultaneously in-person and virtual
- e. PTA will find ways to foster member connections
 - i. Will look into sharing photos and additional information about board members to facilitate accessibility

Next PTA Meeting- **Tuesday, September 21 –Virtual 8pm -9pm**

Visit www.cwhenrypta.org for information on events, fundraisers, volunteer opportunities, community news and to **join and donate to the PTA!**

C.W. Henry PTA Calendar 2021-2022

August:

Wednesday, August 11th 8pm: PTA Board Meeting
Thursday, August 26th: PTA Meeting (Mask Fundraiser)
Sunday, August 29th: End of Summer Clean Up
Tuesday, August 31st: First Day of School

September:

Back to School Night TBD

Thursday, September 9th 8pm: PTA Board Meeting
Monday, September 20th: Miss Chocolate Fundraiser Begins
Tuesday, September 21st: General PTA Meeting—**Virtual 8pm-9pm**
Wednesday, September 8th: Kindergarten Picnic
Thursday, September 2nd: Farmer's Market

October:

Tuesday, October 12th : Miss Chocolate Fundraiser Ends
Tuesday, October 19th: General PTA Meeting—**Virtual 8pm- 9pm**
Thursday, October 7th 8pm: PTA Board Meeting

November

Thursday, November 4th: Miss Chocolate Delivery
Thursday, November 4th 8pm: PTA Board Meeting
Saturday, November 13th or Sunday, November 14th: Fall Clean Up and Picnic
Tuesday, November, 16th: General PTA Meeting—**Virtual 8pm -9pm**
Monday, November 22nd to Friday, November 26th: Scholastic Book Fair

December:

Thursday, December 9th 8pm: PTA Board Meeting
Tuesday, December 21th: Family Fun Night

January:

Thursday, January 6th 8pm: PTA Board Meeting
Monday, January 17th: MLK Day of Service
Tuesday, January 18th: General PTA Meeting—**Virtual 8pm - 9pm**

February:

Thursday, February 3rd 8pm: PTA Board Meeting
Tuesday, February 15th: General PTA Meeting—**Virtual 8pm - 9pm**

March:

Thursday, March 3rd 8pm: PTA Board Meeting
Tuesday, March 15th: Family Fun Night
Wednesday, March 30th to Friday, April 1st: Scholastic Book Fair

April:

Friday, April 1st: Scholastic Book Fair ends
Saturday, April 2nd or Sunday, April 3rd: Spring Cleanup
Thursday, April 7th 8pm: PTA Board Meeting
Tuesday, April 19th: General PTA Meeting—**Virtual 8pm -9pm**
K-5 Family Dance TBD

May

Thursday, May 12th 8pm: PTA Board Meeting
Thursday, May 19th: General PTA Meeting—**Virtual 8pm - 9pm**
Carnival Assistance TBD

Fall/Spring Dates TBD

Science Festival
Upper School Dance
Plant Sale/Flea Market
Mount Airy Day
Mount Airy Village Fair

Meeting Links-

Budget Spreadsheets-

https://docs.google.com/spreadsheets/d/1oewrQlYtI2IsEYCQ2KjfdH5Fj_6Lly0T/edit?usp=sharing&oid=116534704782151141445&rtpof=true&sd=true

Finance Presentation-

https://drive.google.com/file/d/1UVXf2sCEgurYOiel4A4TORW_NskAbyD0/view?usp=sharing