

## **Frost MS PTA Meeting Minutes DRAFT**

**Date: March 11, 2020**

**Secretary: Susanne Fitch**

**Present:** Susanne Fitch, Becky Mancuso, Stephanie Murphy, LaTisha Elcock, Maura Stevens, Ellen Ingson, Pam Edwards, Virginia Buch, Mindy Lee

The meeting was called to order at 7:06 PM.

### **Welcome and Introduction of Guest Speakers**

PTA President LaTisha Elcock introduced the evening's guest speakers, who spoke about the upcoming renovations at Frost MS. Eric Brunner is Coordinator of Capital Projects, Design & Construction Services for FCPS. Joining him was one of the project's architects.

Before delving into the specifics of the renovation, Mr. Brunner explained that the renovations to Frost are part of FCPS's capital improvements program. Once completed, the design phase will have taken about two years. Construction is also expected to take two years. The timeline is as follows: In February/ March 2021 FCPS will accept bids, and actual construction should begin by June 2021. FCPS is required to use the lowest bidder.

### **Approval of February Meeting Minutes**

Membership reviewed the February minutes. There was a motion to approve the minutes, which was seconded and passed unanimously.

### **Frost Principal's Report**

There was no principal's report.

### **PTA President's Report: LaTisha Elcock**

- Ms. Elcock noted that there are two major events coming up at the school: Bingo Night and the 8<sup>th</sup> Grade Celebration.
- The PTA has decided to be very conservative with spending for the rest of the year since there is so much uncertainty. Funds will not be spent on beautification, and the PTA will also hold off on expenditures related to parent education. No vote is necessary until the PTA decides to reallocate those funds.
- There is enough money in the reserves that even if we do not meet our fundraising goals for the year, the PTA will still be able to fund the grant program fully and start the year with money to resupply our the spirit wear inventory.
- \$800 will be set aside for Food 4Thought in the event that schools are closed and money is needed for food.

### **PTA Treasurer's Report: LaTisha Elcock**

Ms. Elcock presented the Treasurer's Report to the membership in the absence of PTA Treasurer, Suzanne Peeler.

### **Frost Assistant Principal's Report**

There was no assistant principal's report.

### **PTA Vice President's Report: Kathy Hughes**

- Ms. Hughes updated the membership on the status of the Spring 2020 PTA Grants Program. The grant program has a budget of \$12,000 for the school year. There is \$4100 remaining to fund spring grant applications. Six applications have been received. With the approval of the board, Ms. Hughes

proposed not fully funding applications in order to be able to fund as many of the grant proposals as possible.

- Ms. Hughes reviewed the six grant applications received for Spring for the membership.
- She recommended reducing the amount of funding granted to the Special Olympics Unified Program from \$600 to \$260 in order to purchase one year's worth of T-shirts.
- Ms. Hughes proposed funding the CSS Positive Reinforcement Program "The Nest" with \$500 rather than \$1505.
- Ms. Hughes recommended funding Food4Thought at \$610 rather than \$750. However, the PTA Board proposes approving an additional \$800 in emergency funds for the Food4Thought program in anticipation of a possible school closing. The membership discussed plans to accommodate families who would need food in the event of a school closing. Options included soliciting in kind donations from Frost families and encouraging Frost families to make donations via an Amazon account so that Food4Thought volunteers could purchase the specific items needed, such as shelf-stable milk.
- There was a motion to approve funding the PTA grants as amended above, which was seconded and approved by the membership.
- There was a motion to approve \$800 in emergency funding for Food4Thought, which was seconded and approved by the membership.

#### **Membership Report: Ellen Ingson**

- Extra Frost directories are still available.
- There are a total of 549 PTA members, which is roughly 30% of those eligible for membership.
- This year the PTA has brought in \$9172 in memberships, \$1907 in donations, and \$165 for extra directories to support its programs.

#### **Committee Reports and Upcoming Events**

- **Bingo Night (Stephanie Murphy).** So far there have been \$386 in presales compared to \$2400 this time last year. Presales cut off on Thursday at 5 pm.
- **Spirit Wear (Becky Mancuso).** Ms. Mancuso is planning to create an online presence for spirit wear sales in light of the upcoming renovation, when storage space may be scarce. Squad Locker offers the most advantages, has a huge selection, and we can pick what to put in the store and when. There are no minimums for purchases, and shipping and taxes are included. The PTA could still place orders to have inventory available for bigger school events, like Back to School Night. Ms. Mancuso plans to confirm the offerings and compare Squad Locker with Burke Sporting Goods in the event that we use two vendors. There are no volunteers to sell spirit wear at Bingo Night.

#### **Around the Table**

The meeting was adjourned at 8:57 PM.

**Next Meeting: April 8, 2020, 9:30 AM**