

**PTA Meeting Minutes**  
**John W. Tolbert, Jr Elementary**  
**Thursday, October 7, 2021**  
**7:00 PM**

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President Zaina Brown called the meeting to order at 7:01pm. In attendance were:

Zaina Brown - President, Theresa Wesley - Treasurer, Emily Bower - Secretary, Laura Burger - VP Family Events, Sabrina Soto - VP Membership, Susan Mullen - Principal, Melissa Mehalchick - Dean of Students, Dana Bober - Assistant Principal, Madeline Witte - 1<sup>st</sup> grade teacher, Rebecca Allmond – 2nd grade teacher, Ashley Green - 5<sup>th</sup> grade teacher, Wendy Gentrup - Kindergarten Teacher, Jaimi Hecht – 4<sup>th</sup> grade teacher, Jennifer Canales – Music teacher, Callie Kostick, Casey Stumpf, Tina Caskey, Olivia Henson, Kriti Achreja, Nestine Souza, Kuldeep Singh, Ashley Game, Hannah Hill, Steven Hawley

**Approval of Minutes**

The draft minutes were posted on the Tolbert PTA website. There were no changes to the minutes. Emily Bower motioned for the minutes to be approved from the August 31st PTA meeting and Susan Mullen seconded the motion. The minutes were approved.

**Officer Reports**

Treasurer: Theresa Wesley

- Discussion regarding changes to the budget due to the Fun Run. Because the Fun Run was sponsored by the school instead of PTA, Theresa proposed removing it from the PTA budget, along with the categories of: Technology for Learning/Software, Principal Grant, Odyssey of the Mind, Stories Under the Stars, 3<sup>rd</sup> Grade Lesson, WATCH D.O.G.S., and After School Programs. Student House Shirts will be modified.
- Ms. Mullen recapped reasons behind the changes this year.
- A motion was made to approve the amended budget. Ms. Mullen seconded the motion. The budget was accepted as proposed.

Vice President of Family Events: Laura Burger

- Pastries with Parents -- Event was held at Tolbert on Saturday 10/2 and was coordinated by Olivia Henson. The event went well and there has been a lot of positive feedback.
- Fall Movie Night – Event is scheduled for 10/22/21 and will be held outside in order to socially distance. It will replace Spooky Bingo from previous years. Doors open at 6pm, movie starts at 6:30. Snacks and candy will be sold, and pizza can be ordered ahead of time. An email was sent out to vote on which movie will be shown. Costumes can be worn. A raffle was proposed to help fundraise.

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#### Secretary: Emily Bower

- Please submit any announcements and information regarding upcoming events to Emily by Friday, Oct 15<sup>th</sup> to be included in Nov's newsletter

#### Vice President of Membership: Sabrina Soto

- We currently have 165 members in total
- Members include 147 parent/guardian and 18 faculty/staff

#### Vice President of Fundraising: Dana Laukhuf

##### Fundraising Update:

- Fundraising has surpassed the goal of \$3000. We currently have about \$3800 so far.
- We will now offer sponsorship banners to hang on the fence along the street.
- InCourage has proposed an event on Nov 5<sup>th</sup> from 6:30-8:30. More details to come.

#### President's Report: Zaina Brown

##### VP of After School Programs Update:

- She is still working on obtaining someone for the VP position
- The first session will now be in January

##### 5<sup>th</sup> Grade Party

- White House Ornament Fundraiser: Penny Jones will be the chairperson. Sales for the ornaments will begin next week and go through the second week of Nov. The cost will be \$26 for non-PTA members, and \$25 for members.

##### Spirit Wear:

- A link will be set up on MemberHub. There will be a 2-3 week period to order. Please send ideas of merch suggestions to Zaina.

##### New Website:

- The new website is [www.tolbertpta.org](http://www.tolbertpta.org). The old website will be shut down soon.
- Another person will be assisting Zaina in website set up
- Please log volunteer hours on the Google Form on the website. If interested in volunteering, there is also a Google Form to express interest.

### **Principal's Report**

- Ms. Mullen talked about individualized portfolios for the staff
- Thank you to Olivia - Pastries with Parents was a great event.
- The House System is back in order. It is led by Melissa Mehalchick.

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- This year, we are trying to keep as many events as possible, but they may need to be modified.
- Tolbert turns 20 years old this year! We will have a modified way of celebrating with our staff and community.
- Veteran's Day: we will still celebrate but in a safe way
- Covid: Many students have come to school with Covid compared to other schools in our area. By looking at procedures and processes, we have been able to have small quarantine groups. The school is doing everything possible to keep kids in school.

Pastries with Parents Report: Olivia Henson

- Overall, it was a great event. The feedback was that people liked the time of day, it had great flow, and plenty of parking. She thanked everyone who came including teachers/staff.

New Business / Comments:

- Jennifer Canales, Tolbert's newest music teacher, loves community activity. She would love to work with the PTA to get the kids singing/playing instruments at events. Please submit pictures for Tolbert's 20<sup>th</sup> Anniversary to her.

**Next Meeting Date**

The next PTA meeting will be held on Tuesday, November 9<sup>th</sup> at 7:00 pm.

**Adjournment**

The meeting adjourned at 7:36 pm.