Grant TK-8 PTA Membership Meeting Minutes  
2/6/24 5:30 PM  
Quorum is 12 Members

Our mission is to positively impact the lives of all students and families

<table>
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<th>Members</th>
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<tr>
<td>Rachel Oechel, President</td>
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<tr>
<td>Holly Amaya, Executive VP</td>
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<td>Paula Teixeira, VP 1 (Middle)</td>
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<td>Michelle Harris, VP 2 (Elementary)</td>
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<td>Jennifer Habig, Parliamentarian</td>
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<td>Megan Spangler, Historian</td>
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<td>Montinee Pongsiri, Treasurer</td>
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<td>Jill Boyle, Secretary</td>
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<td>Sandra Appling, Room Rep Coordinator</td>
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<td>Brian Milton, Foundation Rep</td>
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- **Call to Order/ Roll Call:** Meeting called to order by Rachel Oechel at 5:33. The following current Executive members were in attendance: Rachel Oechel, Paula Teixiera, Jennifer Habig, Montinee Pongsiri, Jill Boyle, Brian Milton, Sandra Appling, Principal Cain. Other members of the PTA membership were also in attendance.

- **Approval of Previous Meeting Minutes:**
  - Previous months minutes linked [here](#).
  - Sandra A motioned to approve the minutes. Unanimously approved.

- **President’s Report (Rachel):**
  - Rachel informed the group she will be stepping down from her role and moving schools. This role will need to be filled for next academic year.
  - Positions of Grant Blast Editor and Financial Reviewer are at the end of term and need to be filled for next academic year. Rachel explained the role of these positions.

- **Parliamentarian Report (Jen H):**
  - The Nominating Committee will be put together to fill open positions. Open positions include: President, VP2 position for middle school, Parliamentarian. (Per bylaws this position is appointed by the President.) The Nominating Committee has already selected two volunteers: Sandra A and Montinee P. Need to select one more Jen explained the role and shared that this could potentially be someone with children from a higher grade to increase range of representation (current committee members represent lower grades). Call for volunteers from anyone in the meeting. No one was
immediately identified. By March 12 the names of those nominated will be published. A vote for open PTA positions will occur during the April membership meeting. Opened for questions, no questions raised.

- Bylaws: The State has approved the updates made to the bylaws. Changes made: went from 5 to 3 members of the nominating committee, Executive VP can authorize checks, decreased membership meetings to 4 per year minimum, increased limit for unauthorized unbudgeted items identified between meetings from $500 to $1000. Stephanie motioned to vote, second motion made. Vote approved unanimously.

- **Treasurer’s Report (Montinee):**
  - [2023-24 Activity Detail YTD](#)
  - Actual v Budget: Goal to earn $210,000 with net revenue of $0. Primary source of income is Imagine Campaign. Total spending thus far is approximately $78,000. $20,000 designated for categorical funds of which $6,000 has been spent. $25,000 for STEAM, $1,000 spent so far.
  - Activity detail All expenses so far have been budgeted for and approved. Question raised by Brian M: Will we underspend this year? And will we keep additional funds for reserve or is PTA open to hearing what the needs are? Rachel O responded: Yes we will underspend and are open to hearing more about emerging needs.
  - Expenditures must be approved by members (all budget items). Jen H motioned to vote, a second motion made. Unanimously approved.

- **Principal’s Update:**
  - Principal chats will return. One in the morning and one in the evening, once per month. Opportunity to ask questions, give input. Next one is tomorrow (2/7/23).
  - Middle school course requests will be moving to an electronic system which will make this process easier.
  - Working on enrollment numbers and to follow up on the blue forms not returned (that indicate intent to return to Grant or not). Early projections: 1st/2nd combo class and a 2nd 3rd combo. Only a few more new enrollments needed to add additional 4th and 5th grade teachers.
  - Site modernization: will look at iHigh as a potential alternate site for students that will be displaced by construction. When will it happen: spring 2026, unclear which grade levels will be impacted.
  - Furniture in the room was purchased with Bonds funds. All is “Flexible furniture”, which makes moving it easier and increases function (e.g. tables are whiteboards).
  - School has been given a full time Associate Principal for next year.
  - **Q&A:**
    - In past renovations were kids moved to a different site? Principal Cain was unsure but stated that this is a large scale project that will impact a large number of students. Two phases will be done at once to minimize the length of the project.
- Has model or architecture started? Preliminary plans have been made. Principal Cain has been able to give helpful input. Staff input is next, then families will give input.
- What is the process for combo classes: Student placement is purposeful and intended to be well balanced. Parent input form will be sent again this year. Combo classes are recommended to have more independent learners.
- What is the plan for seminar/GATE students if no 4th/5th combo: Seminar is not being eliminated as rumor suggests. GATE cluster will continue in 4th/5th grade and seminar will continue at middle school.

- **Teacher Reps (Michelle and Paula):**
  - Paula T: Anne Anthony will take over as VP rep for middle school, pending vote. East Coast trip is coming up. 5th grade getting ready for BizTown. Emerson Medieros has been elected as Mayor of BizTown.
  - Michelle Harris - absent.

- **Foundation Updates**
  - Brian M: Imagine Campaign started to continue STEAM programming. Going forward PTA will do all on campus fundraising including STEAM programming. Foundation will shift to community building and fundraising.
  - Mission Hills 5k registration is open. Call to sign up or volunteer.
  - A new fall fundraising event will be created, TBD.
  - There will be a new focus on alumni relations.

- **Grant Great Artist Program (Kim M):**
  - Explanation of the program given by Kim. Lessons started in January and most classes have had at least one lesson so far. There will be an art show in May during the Open House on campus.

- **Jogathon (Stephanie M):**
  - Date is set for April 25. Volunteers needed. Planning committee is working hard. Theme: Let it Glow. Pep rallies will be held during April. Jogathon will be on a minimum day so the event will span the whole day.

- **Action Items:**
  - Increase jogathon budget to NTE $15,000: Budget was set at $10,000 when it was originally planned to not be a fundraiser. Request for $5,000 additional funds to align with previous years’ budgets. Monica S motioned to vote, second motion made. No discussion. Question: will we be using an outside company again? No, it will be run by parent volunteers. Vote approved by majority.

- **Roundtable:**
  - Laura K shared that an open house is being organized to help increase enrollment from neighborhood students. It will be held February 23rd in the morning from 8:15-8:45. Request for parent volunteers to help with the tour and answer questions. Principal Cain shared that this will begin to occur monthly and be ongoing. ASB currently leads the tours that happen for incoming TK/K students.
Paula: Middle School Dance has been postponed from 2/9 due to the heavy rain. Will be in March, date TBD. 29 students made the Honors Band and Orchestra, the largest number from any school in the district.

Ms. Banks: Mission Hills Garden Walk is on the Saturday before Mother’s Day. Grant garden will be the first stop. Orchestra will play beforehand. Tickets available at Mission Hills Nursery.

Monica S: Lost and Found items will start to be donated every month due to an increase in things in the lost and found.

Raffle of Grant Gecko Store items. 3 winners from attendees both in person and online.

**Adjourn**

Motion to adjourn was made by Principal Cain, second motion was made. Meeting was adjourned by Rachel O 6:43 at pm.

Association meetings: September 19, February, April (location and time TBD)