



**NORTH DAVIS  
ELEMENTARY**

**pta**

## **General Board Meeting Agenda**

**March 19, 2024**

**6:30 PM-7:30 PM**

**Google Meet**

**Video call link:**

<https://meet.google.com/qry-tmyc-zug?hs=122&authuser=0>

Attendance: Tracy Alexander (late), Sarah Blake (late), Ann Carroll, Katie Dietrich, Sarah Eich, Isabel Faria Snodgrass, Leslie Jacobs, Kiana Jasmyne, Tracy McHugh, Brian Pakh, Marel Morris (late), Rebecca Pinto, Kelly Samson (late), Yutian Tan, Dan Wang (late), James Yoon

Call to Order: 6:39 pm

Name and Title of Presiding Officer: Ann Carroll, NDE PTA President

Quorum: 11, Yes

- Roll Call and Introduction:
  - i. Executive Board
    - 1. Present
      - a. President - Ann Carroll
      - b. Executive Vice President - James Yoon
      - c. Treasurer - Dan Wang (Late)
      - d. Secretary - Katie Dietrich
      - e. Teacher representative - Sarah Eich
      - f. Principal - Rebecca Pinto

## 2. Absent

- a. Communications - Hanna Nakano - Absent
- b. Fundraising - Willy Hsu - Absent
- c. Historian - Bridgett Rangel-Rexford - Absent
- d. Parliamentarian - Justine Kastan, Absent
- e. Karen Fingerman - Teacher representative - Absent
- f. Auditor - Todd Robertson - Absent

Guest Speaker from Holmes to talk about their PTA - Sarah Blake

- NDE Updates:

- a. Rebecca Pinto, Principal:

- i. Thanks to PTA volunteers for conference week food.
    - ii. Explorit Science Night was a success, thanks for volunteers.
    - iii. Bike Rodeo by Davis Police and Fire: Wednesday, April 17, right after school. More details to follow.
    - iv. School volunteer week: Week of April 15 instead of traditionally time in May.
    - v. Family music night: April 26
    - vi. CAASP testing (grades 3-6): 1st two weeks of May
      - 1. Teachers will send schedules to parents.
      - 2. Training and practices tests in April.
    - vii. Budget cuts to soft-positions funded through site council.
      - 1. Means cuts to positions funded through Covid dollars (activities coordinator, campus safety counselor gone, PBIS paras, reading paras)
      - 2. Principal Pinto talking with leadership about how to handle cuts. Some cuts will be brought back through site council. Consulting with site council and teachers.
      - 3. Upcoming board meeting on Thursday, March 21 will provide more information on budget cuts.
      - 4. Will share more info with PTA as available.
      - 5. School will be looking for additional grant funding

- a. Q&A:

- i. Kelly Samson:

- 1. Encourages principal to work with PTA to reach out to school for additional fundraising. More communication and transparency. Many parents would be willing to take initiative and support school on issues.

2. NDE could be doing more for fundraising when compared to other school
- ii. Ann Carroll:
  1. Asks what PTA can do to advocate support for activities coordinator who is jointly funded through Title I funds and PTA? Ms. Heeren has a lot of community support
    - a. Principal Pinto responds that site council money will be available, but spending priorities are TBD.
  2. Recommends that soft-position cuts be announced to parent community through newsletter.
- viii. Field trip budget cut results in change from Walker Creek to Slide Park .
  1. Q&A:
    - a. Ann Carroll:
      - i. Recommends talking to more than just 5th grade parents. There may be parents who want to bring it back in future. Bring message further to parent body.
    - b. Kelly Samson:
      - i. Main concern about field trip is that it occurs over Halloween.
  - b. Sarah Eich, Teacher:
    - i. Conference week went well. Thanks for conference food.
    - ii. Musical rehearsals are moving ahead.
    - iii. Staff dicussed PTA funds and use of grade level funds.
- President's Report, Ann Carroll:
  - a. Explorit Science night was fun. Request to host this in future in winter times when there are not so many spring activities.
- Guest Speaker: Sarah Blake - Holmes PTA
  - a. Spreading word about recruiting PTA board members.
  - b. Volunteer commitment is different from elementary school.
    - i. Not as much fundraising (2 direct fundraisers)
    - ii. Less work than elementary schools
    - iii. NDE is a major feeder school for Holmes
    - iv. PTA has collaborative relationship with school. Good way to get to

know staff and be involved

- v. Website: <https://hjhpta.org/>
- Secretary’s Report, Katie Dietrich:
  - a. Vote to approve February 2024 general meeting minutes as posted on NDE PTA website:  
<https://ndepta.com/wp-content/uploads/2024.02.20-General-Board-Meeting-Minutes-Google-Docs.pdf>
  - b. No corrections
  - c. Motion to approve minutes: Ann Carroll
    - i. Seconded
    - ii. Motion passed
- Budget Revisions, James Yoon:
  - a. Requests budget reallocation (not additions to budget, but just re-allocating to keep accounting clear) as detailed in Presentation and pasted below:  
[https://docs.google.com/presentation/d/139e\\_O2lx0m3AbOzlldZ-zCixj3vaLly3T\\_Yx46lCYKw/edit#slide=id.g2c479d9e104\\_0\\_1](https://docs.google.com/presentation/d/139e_O2lx0m3AbOzlldZ-zCixj3vaLly3T_Yx46lCYKw/edit#slide=id.g2c479d9e104_0_1)

<b>Add a “Donations” Line Item to the Budget with the Following Sub-Items</b>		
Dance for Kindness Facility Fee- Collaborating with Alpha Phi Omega	New	\$170.18
Bike Campaign (Bike Skills Day)	New	\$100.00
UC Davis Marching Band	New	\$100.00
Davis Parent University (Annual Donation)	Current 23/24 Budget	\$600.00

<b>Increase “Community Building” Line Item to \$6,000.00 from \$2,000.00</b>		
Dolphin Fest Expenses		\$5,785.15*

\* These expenses are offset by the Dolphin Fest t-shirt sales.



**Expand “Fundraising” Line Item to Include the Following Sub-Items  
(\$9,000.00 in approved budget)**

Auction	New	\$6,329.83
Nom Nom Wednesday	New	~\$600
Movie Night - License	Current 23/24 Budget	\$550.00
Movie Night Expenses	New	~\$600

**Increase “Field Lining” Line Item to \$1,650.00 from \$1,500.00**

Field Lining Expenses to Date		\$729.59*
-------------------------------	--	-----------

\*Request to release an additional \$347.68 tonight.

- Re-allocate the following school grant items to PTA direct payment
  - Jump Rope Club: \$1,850.00
  - Fitness Expenses for Kristen Muir (Heeren): \$3,350.00
- Re-allocate the following PTA direct payment items to the school grant
  - Pops Choir: \$2,300.00
- Vote to approve budget revisions and re-allocations
  - Motion to approve budget revisions and re-allocations: James Yoon
    - Seconded
    - Approved
    - Next steps: Approved budget will be revised and reposted to website.
- Treasurer’s Report, Dan Wang:
  - a. Current balance

<b>Current balance (3/18/2024): \$80,903.83*</b>	
2023-24 Budget	<b>\$111,175.00</b>
Revenue this Fiscal Year	\$92,140.67*
Expenses Paid this Fiscal Year	\$84,562.68

\*Includes the funds that will be transferred from Stripe (expected 03/21/2024) for Auction Sales, \$15,000.17.

- Vote to ratify funds for approved/budgeted expenses as detailed in [meeting presentation](#) and below:

Donuts & Coffee with the Principal (Yu Hou)	\$31.90
Reimburse Tracy Alexander for Auction-related Expenses (ABC license, decorations, printing)	\$499.83
Condo Donation for Auction (Kiwans Club of Winters)	\$450.00
Fitness Supply Jumping Rope (Kristen Muir)	\$296.76
Auction Restaurant Bill (Tracy Alexander)	\$4,540.22

- i. Motion to ratify approved expenses: Ann Carroll
  1. Seconded
  2. Motion passed
- b. Vote to release funds for approved/budgeted expenses as detailed in [meeting presentation](#) and below:

Donuts & Coffee with the Principal (Yu Hou)	\$31.90
Art supply for Auction Arts (Mrs. Tessier)	\$90
Dance for Kindness Facility Fee-Collaborating with Alpha Phi Omega	\$170.18
Field Lining Paint (Geoff and/or Katie Dietrich)	\$347.68
Paleotechnics (\$3,300 covered by school grant, need additional \$420 due to cost increase)	\$420.00
Walker Creek Reimbursement	\$5,642.00
Touch of Understanding (\$1,750 covered by school grant, need additional \$2,490 due to second session purchased)	\$2,490.00

- i. Motion to release funds: Ann Comoglio
    - 1. Seconded
    - 2. Motion passed
- Fundraising and Events Report, Isabel Faria-Snodgrass:
  - a. Upcoming Events:
    - i. Nom-Nom Wednesday donations and volunteers.
    - ii. Auction update - raised over \$20,000
    - iii. Conference Week
      - 1. Book fair volunteers and hospitality for teachers needed!
    - iv. March 25-29: Spring Break
    - v. April 17, Bike Rodeo
    - vi. April 26: Family Music Night (details TBD)
    - vii. May 23: International Cultural Night 5:30 pm -7 pm
    - viii. May 29: Jump Rope Assembly 10:35 am - 11:10 am
- Communications Report, Ann Carroll for Hanna Nakano (absent)
  - a. Notify PTA of any communication items
  - b. Readership is down. Please open newsletters.
- 2024-25 Executive Board Elections
  - a. Nominations:
    - 1. James Yoon, President
    - 2. Ann Carroll, Executive Vice President
    - 3. Katie Dietrich, Secretary
    - 4. Dan Wang, Treasurer
    - 5. Isabel Faria Snodgrass, Historian

- ii. Kiana Santos nominated and accepted as Historian
- iii. Isabel Faria Snodgrass declines as Historian in order for Kiana Santos join slate
- iv. Objects or questions to the slate?
  - 1. None
- v. Run election by slate and not office
  - 1. No objection
- vi. Election by acclamation: 12 votes for slate
- vii. Appointed Board Committee Chairs and Positions:

- Chairs/Positions appointed by the President:
  - Parliamentarian - Justine Kastan
  - Auditor - Yu Tian
  - Fundraising Committee Chair - Willy Hsu
  - Communications Committee Chair - Hanna Nakano

- Are there any nominations from the floor?

- None
- Appointed positions are announced for next year but do not require vote
- Additional volunteers are welcome

- Q&A

- a. James Yoon: In time of budget cuts, PTA budget is important.
- b. Ann Carroll: Next year, administration/teacher reps should attend PTA executive meetings, not just PTA general meeting.
  - i. More communication of needs in advance is necessary, because items can't be announced at General Meeting
  - ii. PTA can build support for school needs
  - iii. Principal Pinto:
    - 1. Wants to prioritize weekly meeting with PTA president on weekly basis.
    - 2. Budget cuts have been tough.

- New business:
  - a. None



- Questions or comments?
  - a. None
- Adjournment: 7:40 pm