

WORTHINGTON HOOKER SCHOOL PARENT TEACHER ASSOCIATION
Monthly General Membership Meeting Agenda
June 10, 2020 from 7 - 8 pm
Informal discussion 8 - 8:45 with Principal Gethings and PTA Members
Virtual Meeting (meeting info below)

Time	Item	Presenter
7:00 pm	Welcome and Call to Order	Caleb Kleppner
7:05 pm	Appointment of members to nominating committee (Claire Rowe has already been appointed)	Caleb
7:10 pm	Treasurer's report (see packet, 5 min for Q&A only)	Hilary Delaney
7:15 pm	Proposal #1: To allocate \$14K to enhance learning environment (see packet)	Jessica Light
7:35 pm	Proposal #2: To allocate \$500 per teacher (see packet)	Caleb
7:45 pm	Proposal #3: To allocate \$500 for social distance ASP activities (see packet)	Dina Roginsky
8:00 pm	Adjournment of business portion of meeting	Caleb

8:00 to 8:45 pm Informal discussion with PTA officers and principal, who can answer questions about her report, which appears below in the packet.

PTA Meetings for the next school year:

September 16 (3rd Wed): Nominations and temporary budget resolution

October 14 (2nd Wed): Election of officers

Upcoming Important Dates:

Monday, August 31, 2020: Scheduled first day of school next year

The mission of the Worthington Hooker School PTA shall be to support and promote parent, guardian, and community participation in Worthington Hooker School; to develop between educators and community a join effort that will enable all children in our school to reach their highest educational, physical, and social potential; to assist teachers, principals, and other school staff whenever possible in an effort to establish a positive climate in our school; to assist in supporting higher educational standards for our children; to establish a strong and viable ongoing general membership parent group.

Zoom meeting info

NOTE: If our meeting gets “zoom bombed”, we will shut it down and reschedule for the next day with invitations, etc.

Zoom meeting details:

Topic: Worthington Hooker PTA Meeting

Time: Jun 10, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85905734944?pwd=S0lTMUlnMnAzZ2t5a0xBelRlMnBTdz09>

Meeting ID: 859 0573 4944

Password: pta

One tap mobile

+16465588656,,85905734944#,,1#,878351# US (New York)

+13017158592,,85905734944#,,1#,878351# US (Germantown)

Dial by your location

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+1 301 715 8592 US (Germantown)

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+1 346 248 7799 US (Houston)

Meeting ID: 859 0573 4944

Password: 878351

Packet for June 10, 2020 PTA meeting

Contents:

1. Principal's report
2. Treasurer's report
3. Proposal #1: To allocate \$14K to enhance learning environment
4. Proposal #2: To allocate \$500 per teacher
5. Proposal #3: To allocate \$500 for online distance ASP activities

1. Principal's report

[to be forwarded before meeting]

2. Treasurer's report:

We will wrap up this year's bank account with approximately \$97,000. We had originally allocated in the budget to spend down the funds in the PTA bank account by \$50K but due to COVID-19 we only spent down the bank account by \$23K (see attached budget). We also have some credits (\$10K TKD and \$1K field day) that can be used for the next school year.

3. Proposal #1: To allocate \$14K to enhance learning environment

This proposal comes from the teacher representative to the board, Jessica Light, and was approved by the board for consideration by the full PTA membership. The proposal has two elements:

- 1) An allocation of up to \$14K for the principal to spend on optimizing the learning spaces in the two schools during the coronavirus pandemic so that students can learn safely at school, and
- 2) Appointment of an oversight committee to approve the principal's spending over the summer.

Goal: Create Extended Inclusive Classroom spaces to promote play and experience based learning.

Rational: As we think about the reopening of our physical school buildings, following their closures for Covid-19 - we are faced with the need to create a safe place where all children have room to spread out, while also creating a community of learners.

After months of virtual interaction, we need to create spaces that allow for learning experiences while maintaining safe social interaction. This is important not only for our kids academic needs but also for their social emotional wellbeing.

To do this we need to expand our learning environments out of just traditional classrooms but into all our untapped areas, such as our hallways, landings, entryways and outdoor areas, so that learning through meaningful experiences can take place throughout the entire school property and grounds.

While these improvements will be crucial to the reopening of our school in the short term, all of these improvements will benefit the learning environment of our school post pandemic and far into the future as well.

Timeline: Given there are so many unknowns at this time, it is impossible to make these improvements now, but it will be key to be able to purchase, build and create these environments during the summer months when the PTA is not in session. Therefore it makes sense for us to budget for these projects now and give the Principal alongside a small committee the discretion to purchase for and manage these projects over the summer.

Example improvements: Benches, portable flexible seating, waterproof blankets, additional out door dry erase boards, outdoor art supplies, sun shades, sanitation materials, mobile carts and storage units to store materials, Outdoor learning centers (possible examples: a marble maze wall, water table, zen water writing station Stem exploration center, math in nature center, etc..)

Cost: The board proposed an allocation of up to \$8K for the lower school and \$6K for the upper school, but the final amount is up to the PTA meeting.

Oversight committee: if we adopt this proposal, we will open the floor to volunteers to serve on a small oversight committee (3 people?), which will be appointed by the PTA board. The oversight committee will consist of at least one PTA board member and one PTA member who is not a board member. The board recommends that the oversight committee members attend Board of Education meetings to ensure that the PTA does not spend money on items that the district will be providing to all schools.

4. Proposal #2: To allocate \$500 per teacher

This is a proposal to allocate the same \$500 per teacher for classroom preparation that we have done over the past several years. The idea is to make it easy for teachers to plan and use the money over the summer, rather than waiting until school has begun and we've had a PTA meeting to approve the spending. The total allocated for the last few years is \$12K (24 teachers x \$500), not all of which has been spent.

5. Proposal #3: To allocate \$500 for online distance ASP activities

NOTE: This is a proposal for \$500 to test a pilot program to do social distance ASP activities over the summer. If it goes well, we could continue the program in the fall.

Social Distance ASP Activities Proposal

- Kate will run 30-40 min Zoom sessions with groups of up to 10 children. Each Zoom session would be offered 2 or 3 times to accommodate the small group sizes.
- Eventbrite would be used for families to sign up

- This would allow us to offer free classes and/or an option for families who would like to donate to the ASP.
 - Kate's Idea: I would love us to offer families an option to donate for a class and us use that money to donate to a Black Lives Matter Group/Groups in the New Haven Area.
- We want to offer children the opportunity to connect as well as provide our ASP families some type of service as we have been away from them for so long.
- Kate can currently run the sessions 1 or 2 days per week; meaning I would run the same Zoom session 2 or 3 times over a day or two. This would allow 20-30 kids to participate in the same activity, although not all together.
 - If it goes well after a few weeks, I may be able to do more.
- Predict it will take about 1 hour -2 hours to plan each Zoom session & get sign up info up
- Kate Compensation:
 - \$30 per hour for planning session
 - \$25 per Zoom session
- Some Sample Activities Ideas include:
 - Scavenger Hunt Indoors
 - Egg Drop Challenge
 - Basic Guitar Lessons
 - Easy Edible Homemade Cookie Dough
 - Story Telling Train
 - Dog Club
 - Bird Club
- If the PTA adopts the proposal, Dina will come up with a pilot class to test interest

Worthington Hooker School PTA
Budget vs. Actuals: Budget WHSPTA 2019-2020 - FY20 P&L
 July 2019 - June 2020

	Total			% of Budget
	Actual	Budget	over Budget	
Revenue				
Administrative Income	0.00	0.00	0.00	
PTA Membership Dues	90.00	1,200.00	-1,110.00	7.50%
Total Administrative Income	\$ 90.00	\$ 1,200.00	-\$ 1,110.00	7.50%
Donations	0.00	0.00	0.00	
8th Grade Musical - Donations at Door	0.00	1,700.00	-1,700.00	0.00%
Donations - Recurring	1,537.24	1,500.00	37.24	102.48%
Donations to PTA - single	732.58	1,200.00	-467.42	61.05%
Donner Photo	0.00	2,200.00	-2,200.00	0.00%
Revels - Donations at Door	500.00	700.00	-200.00	71.43%
Total Donations	\$ 2,769.82	\$ 7,300.00	-\$ 4,530.18	37.94%
Fundraising Income - Events	0.00	0.00	0.00	
Gala Income	9,002.18	8,500.00	502.18	105.91%
Spring Fair Income	0.00	1,300.00	-1,300.00	0.00%
Total Fundraising Income - Events	\$ 9,002.18	\$ 9,800.00	-\$ 797.82	91.86%
Fundraising Income - Sales	0.00	0.00	0.00	
Garden Program Income	0.00	500.00	-500.00	0.00%
Original Works Income	0.00	2,400.00	-2,400.00	0.00%
Total Fundraising Income - Sales	\$ 0.00	\$ 2,900.00	-\$ 2,900.00	0.00%
Program Income	0.00	0.00	0.00	
After School Program Income	0.00	0.00	0.00	
ASP Income	191,655.47	260,838.20	-69,182.73	73.48%
Total After School Program Income	\$ 191,655.47	\$ 260,838.20	-\$ 69,182.73	73.48%
Total Program Income	\$ 191,655.47	\$ 260,838.20	-\$ 69,182.73	73.48%
Total Revenue	\$ 203,517.47	\$ 282,038.20	-\$ 78,520.73	72.16%
Gross Profit	\$ 203,517.47	\$ 282,038.20	-\$ 78,520.73	72.16%
Expenditures				
Administrative Expenses				
Bank Charges & Fees	68.30	100.00	-31.70	68.30%
Childcare- PTA Meetings	598.55	1,100.00	-501.45	54.41%
Credit Processing Fees	5,198.55	7,000.00	-1,801.45	74.27%
CT PTA Dues	638.00	710.00	-72.00	89.86%
Directory	0.00	150.00	-150.00	0.00%
Hospitality	687.89	1,300.00	-612.11	52.91%
Insurance				
Liability & Bond	610.00	610.00	0.00	100.00%
Workers Comp	2,269.00	2,269.00	0.00	100.00%
Total Insurance	\$ 2,879.00	\$ 2,879.00	\$ 0.00	100.00%
Jumbula Online Platform	360.00	370.00	-10.00	97.30%

Legal & Professional Services	743.47	1,000.00	-256.53	74.35%
Payroll Processing	1,854.80	1,600.00	254.80	115.93%
Printing & Copying	200.00	600.00	-400.00	33.33%
PTA Advertising	23.00	100.00	-77.00	23.00%
PTA Equipment	0.00	700.00	-700.00	0.00%
Software	8,928.88	8,637.00	291.88	103.38%
Staff Appreciation/Gifts	1,848.87	1,200.00	648.87	154.07%
Website	228.85	156.00	72.85	146.70%
Total Administrative Expenses	\$ 24,258.16	\$ 27,602.00	-\$ 3,343.84	87.89%
Fundraising Expenses - Events				
Gala Expenses	164.58	1,000.00	-835.42	16.46%
Spring Fair Expenses	0.00	1,500.00	-1,500.00	0.00%
Total Fundraising Expenses - Events	\$ 164.58	\$ 2,500.00	-\$ 2,335.42	6.58%
Fundraising Expenses - Sales				
Garden Program Expenses	1,272.04	2,000.00	-727.96	63.60%
Original Works Expenses	0.00	2,000.00	-2,000.00	0.00%
Total Fundraising Expenses - Sales	\$ 1,272.04	\$ 4,000.00	-\$ 2,727.96	31.80%
Program Expenses	-176.32	0.00	-176.32	
After School Program Expenses				
ASP Contractors	11,978.75	23,970.00	-11,991.25	49.97%
ASP Net Wages	79,009.44	112,740.00	-33,730.56	70.08%
ASP Scholarship Fund	4,000.00	10,000.00	-6,000.00	40.00%
ASP Supplies	2,645.78	3,500.00	-854.22	75.59%
ASP Taxes Withheld	24,909.23	33,822.00	-8,912.77	73.65%
Common Ground - Nature Explorer	7,502.00	7,500.00	2.00	100.03%
Long Wharf Expenses	1,687.50	0.00	1,687.50	
Taekwondo Paid to WCT	26,901.00	21,328.00	5,573.00	126.13%
Total After School Program Expenses	\$ 158,633.70	\$ 212,860.00	-\$ 54,226.30	74.52%
School Curriculum & Support				
Clubs				
Art Studio	1,069.88	650.00	419.88	164.60%
Book Bowl	127.16	650.00	-522.84	19.56%
Chess Club	500.00	500.00	0.00	100.00%
Competitions/NJHS	385.00	500.00	-115.00	77.00%
Homework Club	0.00	2,000.00	-2,000.00	0.00%
Math Counts	500.00	500.00	0.00	100.00%
Robotics	1,054.99	1,000.00	54.99	105.50%
Running Club	500.00	500.00	0.00	100.00%
Science Club	0.00	1,000.00	-1,000.00	0.00%
Total Clubs	\$ 4,137.03	\$ 7,300.00	-\$ 3,162.97	56.67%
Enrichment				
LS Math Enrichment- Net Wages	5,773.01	18,312.00	-12,538.99	31.53%
Mindful Yoga Breaks	3,619.00	3,619.00	0.00	100.00%
Science Fair	605.77	200.00	405.77	302.89%
Total Enrichment	\$ 4,224.77	\$ 22,131.00	-\$ 17,906.23	19.09%
School Costs				
Art Supplies	0.00	1,500.00	-1,500.00	0.00%

Classroom Supplies	9,750.00	12,400.00	-2,650.00	78.63%
Equipment & Tech	300.00	0.00	300.00	
Field Trips, Transport, etc	5,280.46	9,000.00	-3,719.54	58.67%
Library Books	556.34	2,000.00	-1,443.66	27.82%
Principal's Fund	3,539.94	3,000.00	539.94	118.00%
Science and Technology	2,968.98	9,000.00	-6,031.02	32.99%
Spanish Text Books	585.45	1,000.00	-414.55	58.55%
Special Education Enrichment	1,500.00	1,500.00	0.00	100.00%
Yearbook	500.00	500.00	0.00	100.00%
Total School Costs	\$ 24,981.17	\$ 39,900.00	-\$ 14,918.83	62.61%
Training				
CPR Training	0.00	900.00	-900.00	0.00%
Total Training	\$ 0.00	\$ 900.00	-\$ 900.00	0.00%
Total School Curriculum & Support	\$ 31,343.25	\$ 70,231.00	-\$ 38,887.75	44.63%
School Events & Programs				
Events & Shows				
8th Grade Graduation	500.00	500.00	0.00	100.00%
8th Grade Musical	1,036.61	3,500.00	-2,463.39	29.62%
Field Day	970.00	1,000.00	-30.00	97.00%
Math Night	100.00	200.00	-100.00	50.00%
Revels Expenses	798.88	2,000.00	-1,201.12	39.94%
STEM Night	0.00	200.00	-200.00	0.00%
Total Events & Shows	\$ 3,405.49	\$ 7,400.00	-\$ 3,994.51	46.02%
Social				
Cultural Event	207.27	500.00	-292.73	41.45%
End of Year Picnic	0.00	500.00	-500.00	0.00%
Ice Cream Social	312.27	350.00	-37.73	89.22%
KG Playdate	0.00	150.00	-150.00	0.00%
Total Social	\$ 519.54	\$ 1,500.00	-\$ 980.46	34.64%
Total School Events & Programs	\$ 3,425.03	\$ 8,900.00	-\$ 5,474.97	38.48%
Total Program Expenses	\$ 201,498.67	\$ 291,991.00	-\$ 90,492.33	69.01%
Uncategorized Expense	0.74	0.00	0.74	
Buffer 2.5%	0.00	6,000.00	-6,000.00	0.00%
Total Uncategorized Expense	\$ 0.74	\$ 6,000.00	-\$ 5,999.26	0.01%
Total Expenditures	\$ 227,194.19	\$ 332,093.00	-\$ 104,898.81	68.41%
Net Operating Revenue	-\$ 23,676.72	-\$ 50,054.80	\$ 26,378.08	47.30%
Net Revenue	-\$ 23,676.72	-\$ 50,054.80	\$ 26,378.08	47.30%

Monday, Jun 08, 2020 06:14:38 PM GMT-7 - Cash Basis