

David Lubin Parent Teacher Group (PTG)
Executive Meeting Minutes
 September 14, 2021 – 7:00 pm
 Zoom video conference call

Attendees

Name	Role	Attendance
Jazz Mixon	Co-President	Present
Gillian Tarkington	Co-President	Present
Lisa Ashley	Parliamentarian	Present
Mike Downey	Treasurer	Present
Kit Adsetts	Secretary	Present
Kate Buehler	Member at Large	Present
Caroline Dunivant	Member at Large	Present
Leslie Oberst	Member at Large	Absent
Chris Froh	Member at Large	Present
Libby Augusta-Bettinger	Teacher Representative	Present
MaryAnne Williams	Teacher Representative	Present

Quorum Established

Presidents' Report

- Mike Downey noticed the August Executive Board minutes had an error in the stated increase for the STEAM Coordinator Budget. Increase by \$13,500 vs. increase by \$3,500, the total budget was correct. Kit Adsetts moved to approve the August Executive Board meeting minutes with the noted revision. Libby Augusta seconded. Motion passed with unanimous voice vote.

STEAM Coordinator

- Caroline Dunivant provided update on STEAM Coordinator position posting.
 - The initial candidate was not interested after the interview process.
 - Some other people were interested, but not in a paid Coordinator role.
 - Caroline has been speaking with Washington STEM Coordinator. They do a lot of before and after school programs, such as yoga in the morning.
 - Caroline also speaking with the person who runs the Nature Detectives program, where they use science outdoors. She does an afterschool program at Phoebe Hearst, could this be a good fit for us?

- We need to consider several before and afterschool programs for this year, while we continue to look for a Coordinator. We need to identify how we properly post this position to hire for next year or second half of the year.
- Focus is that the program needs to be available to all students. Before/After can exclude kids who ride the bus and it becomes an equity issue.
- Ms. Augusta – this sounds a lot like DLASA, but it may be our only choice for now. If we are putting funds towards the STEAM programs and it is free for those that participate, then we have to have access for all kids. How do we keep it equitable?
- Lisa Ashley spoke with coding guy for higher grades.
- Caroline will email Dixon and the smaller group leading the effort with ideas and questions on how do we make it work.

Fundraiser and Campus Updates

- Gift Wrap – actions from general meeting?
 - Lisa is helping Sarah and will follow up with her on any additional support needed.
 - Lisa will discuss a prize system for a whole class.
- LCFF Form
 - Kit to take lead on FAQ with QR code.
 - Caroline will send a brand package for any designers.
 - Caroline – incentivize LCFF form – you could win tickets to a Sac Republic game (10 tickets available). Caroline will talk to Dixon about the tickets and also ask about having chrome books accessible for people in the office or outside somewhere
 - Ms. Williams said they will bring this up at the Staff meeting next week
- Read-A-Thon
 - Brooke has confirmed it will be a read-a-thon. We need help getting sponsors. Kit will send a request in the newsletter.
 - Look at local bookstores to be sponsors: Capital Books, East Village Bookshop, Underground Books
 - Ms. Williams will confirm that the Garden Tour is not shirts for garden tour.
 - Kit will work with Brooke and Graphic Design on shirts for the Read-a-thon.
 - Mike Downey moves to add \$4,000 for budget for read-a-thon to pay for shirts for all students. Kate Buehler seconds the motion. Motion passed with unanimous voice vote.
- Touch of Understanding
 - Information on website indicates this is for groups of 40-80. Kit Adsetts emailed Sarah Phillips for more information and this was a program for 4th graders, formerly led by Mr. Brewer.
 - Kit to reach out to Ms. Rossi and Saldana and let them know we have the budget if they are interested in doing this again.
- Music Program
 - Gillian got information for Mr. Keedy at Theodore Judah but was holding off as this was planned for the second half of the year.
 - Chris Froh will send some ideas on the program and work with Ms. Augusta-Bettinger to identify a path forward so we can have something in place for second or third trimester.
 - Jazz will email Ms. Hunt know that no program in first semester.
- DLASA
 - Definitely not having a Fall session, as we can't have volunteers on campus. We are hoping to have a spring session
 - Kit Adsetts will put word out for a DLASA coordinator on various platforms.
- Slack
 - Lisa will set up a slack account for PTG to focus team efforts and avoid email chatter.

- Photo Fundraising – consider finding sponsors to match donations

Treasurer's Report

- Mike has to follow up with teachers that haven't cashed their checks from last year and to identify the source of some donations.
- Libby Augusta-Bettinger moves to increase the budget for the teacher luncheon by \$93.83. Kit Adsetts seconded. Motion passed with unanimous voice vote.
- Kona Ice funds for \$76,80 for Kinder Social, Kate to submit to Mike. The \$80+ for the copies were not for the Kinder Social but "PTG Paper".
- Initial deposit check for Marquee was given to Mrs. Kane.
- PTO today insurance, covers PTG and volunteers. Mike will request for insurance for this year.

Meeting Adjourned

Next meeting: October 12, 2021 at 7 PM.