



**TALLEY STREET UPPER ELEMENTARY SCHOOL
PARENT TEACHER ORGANIZATION, INC.**

**2617 Talley St
Decatur, GA 30030**

**MEETING MINUTES
November 10, 2022 6PM**

Call to Order

The regular meeting of the Talley Street PTO Board of Directors was held via videoconference and in person on November 10, 2022 in the Talley Media Center. The meeting was called to order at 7:02 PM by Co-President Kelly Brown.

I. Approval of Minutes from September Meeting

The Board reviewed the October PTO meeting minutes. A motion to approve the minutes of the October 13, 2022 meeting was made by Michael Shahriari and seconded by Kelly Brown. The minutes were approved by a show of hands. Motion carries.

II. Treasurer's Report

Co-Treasurer Hetal Rathod presented the October treasurer's report to the Board. A successful Reading Rally has thus far raised \$14,908. Additional donations from parents might be received. The 2022 Reading Rally Goal is \$15,000. Hetal reported revenue of approximately \$400 from the plant sale organized by the Garden Committee plus an extra donation from the Emily Saliers' concert. The board received \$402 in spirit wear sales for sweatshirts. Lastly, Hetal reported \$354 in spirit nights proceeds from Cremalosa and Naan Stop. The total reported revenue for October is \$15,409.55.

The Treasurer report then summarized expenses for October, which total \$7,797.77. The largest expense this cycle is \$6,410.67 for spirit wear. The board had previously budgeted \$4,500 for October. October expenses include \$450 for the upcoming Lunar New Year dance performance, approximately \$200 to Jambo Books for diversity book club materials, \$242 for food related to the Talley diversity committee's Wax Museum event. The board also funded \$175 in STEM supplies. Other expenses in October include \$240 from the principal's discretionary fund for Custodian Appreciation Day, one house tshirt for a staff member and gift baskets for Ms. Williams and Ms. Parks. The PTO bank account balance as of the Treasurer's Report is 58,729.83.

III. Principal's Report

Principal Heaton provide an update regarding Talley staff. Shrona Edwards is now serving as the school manager. Ethel Johnson will continue to support the front office. Quinesha Jackson is transferring from Glenwood Elementary to fill the opening for a PE staff person. Mr. Heaton has made an offer to fill the open position for Title I staff. This paraprofessional position was previously held by Tara Koski, who is now supporting the front desk.

Mr. Heaton relayed an overall concern with day-to-day staff shortages. Talley has an ongoing need with substitute coverage. On average, one to four teachers are absent each day. In light of difficulties with substitute staffing, the Talley administrative team is relying on intervention staff to cover classrooms.

This creates other complications. Mr. Heaton conveyed that teachers feel spread thinly and as a result have less time for planning.

Talley would appreciate support from parents to amplify the need for substitutes. Mr. Heaton would welcome parents and other members of the community stepping forward subject to a screening process. Those interested in substitute teaching should contact the district office HR department. Another possibility could be to assign parents who have qualified through the district office to classrooms for 1-2 hours. This would give teachers more planning time and help teacher morale. Mr. Heaton will work with Vice Principal Nichols to prepare a summary that the PTO can circulate to encourage parents to participate.

Other updates from Mr. Heaton included an announcement that the Talley staff DEI committee is planning a fundraiser to support costumes/props. The committee is planning a movie night in the gym. Micah Lewin, Co-Chair of the PTO DEI committee, offered to support the Talley staff committee. Principal Heaton asked parents to complete the Georgia Parent Survey. Links to the survey were provided in the newsletter and on Facebook. Results help the district better address needs, and the level of response impacts how the school is rated. Finally, Principal Heaton noted that report cards were released today.

IV. Standing Committee Reports

Fundraising

Fundraising Co-Chair Kimberly Mohl spoke to the board regarding committee events. The board discussed attendance for 2023 TigerFest. Last year, attendance was capped in large part due to covid concerns. The board sought advice from Principal Heaton who responded that in light of reduced public health restrictions, attendance could be expanded. Event planners can utilize the upper and lower fields as well as plan activities inside the school (i.e. gym, lunchroom and classrooms). Principal Heaton indicated that classrooms/class entryways could be used to plan carnival style games. The board weighed the merits of including a “rain date” option or whether to advertise Talley Fest as a “rain or shine” event. The consensus of the board was to hold the event “rain or shine.”

Kimberly relayed that TigerFest planning is well underway. Most committees have at least one person. She noted that the vast majority of TigerFest core volunteers will not be returning for 2024 as their children move on to middle school. The board discussed ways to amplify interest and secure more volunteers, including printed advertisements in folders and targeted communications about co-chairs. The board contemplated whether to open up ticket sales early to certain categories of volunteers. A suggestion was made to advertise with the lower elementary schools.

Principal Heaton offered to participate in a dunking booth. The board discussed the potential complications of cold water in the booth, a pie in the face contest, auctioning a parking space, and other fundraising ideas including Principal or VP for a day. The board expressed their appreciation for Kimberly and the Fundraising Committee.

DEI

DEI Co-Chair Micah Lewin described the upcoming Peace and Pie event. Board member Jennifer Williams will facilitate a discussion and group activity for Peace and Pie. Information about the event has been distributed by room parents and on the Facebook page. The DEI Committee is working on an updated equity series for Talley families.

PTO Co-President Kelly Brown summarized the recent DEI book club event and noted that a follow up book club will be planned for the spring. All of the elementary level DEI committees contributed support and resources to the Diwali celebration hosted at Oakhurst Elementary. The elementary level PTO/PTAs shared costs and strategized together. Regarding the upcoming Lunar New Year Parade at Talley, the DEI committee is coordinating with the staff diversity committee. The DEI committee has \$2200 allocated in current budget.

V. Committee Reports from Committee Reps or the Board

SRTS

The board received a summary regarding the Safe Routes to School Committee. Crossing Guard Appreciation is scheduled for this week. Committee Co-Chair Mallory Donaldson prepared and delivered bags to the crossing guards. Walk in Roll is cancelled due to weather but will resume in December.

Garden Committee

Secretary Lindsay Hodgson provide a brief summary of the recent Garden Committee Work Day. Approximately a dozen families attended a weekend work day at Talley. Families cleared out old growth from the garden, moved many wheelbarrows of mulch, as well as sanded and varnished the two wooden picnic benches. The Garden Committee was very appreciative, stating that without those in attendance, committee members might have spent a month to achieve what was accomplished in about two hours. Participating students received house points and refreshments. Lindsay also described how the Garden Committee is seeking help with picnic tables. When Talley opened, Mr. Heaton was able to provide four tables, however only two remain due to weathering and physical damage. The Garden Committee is trying to stretch more life out of the two benches with sanding and varnishing. Principal Heaton suggested he could speak with Ms. Johnson to see if there is flexibility for outdoor learning space in the school budget.

VI. Old Business

Square

The board turned to an ongoing discussion about additional features with the Square payment system. There is a critical need to better track information regarding parent and student contact information. A suggestion was made to continue this discussion and schedule a vote on Slack. Regarding costs that might be associated with changes to the Square account, it was noted that the current PTO budget includes \$550 for My Mitzy that could be reallocated to this cost.

VII. New Business

Discretionary Spending Policy

Secretary Lindsay Hodgson circulated a draft discretionary spending policy in response to discussion during the October PTO meeting. The board indicated that the policy could be reviewed by members in the near future and discussed over Slack.

VIII. Adjourn

There being no other pending business, Jennifer Williams moved to adjourn the meeting and Hetal Rathod seconded the motion. The meeting was adjourned at 7:08 pm. The next meeting of the Talley PTO Board of Directors is scheduled for Thursday, December 8, 2022, at 6:00 PM.

PTO Board Members Present for Meeting:

Co-President: Sara Weathersby (virtual)

Co-President: Kelly Brown

Co-Vice President: Michael Shahriari (virtual)

Co-Treasurer: Hetal Rathod

Secretary: Lindsay Hodgson (virtual)

Communications Chair: Nydia Almond (virtual)

Fundraising Co-Chair Kimberly Mohl (virtual)

3rd Grade Member at Large: Briana Dayton (virtual)

Jennifer Williams

DEI Co-Chair: Micah Lewin (virtual)