

# MEETING MINUTES

Naomi L. Brooks Elementary PTA, 600 Russell Road, Alexandria, VA 22301

---

*Date | time* September 7, 2021 @ 6:00PM | *Meeting called to order by* Kara Macek, President | 50 Attendees

---

---

## President's Report – Kara Macek

---

- Kara welcomed and thanked the attendees. She presented a slide explaining the PTA, introducing the Executive Committee and outlining her outlook for the year which includes the following
  - Donation based dues structure
  - DEI Committee with Pamela Vetrini as head.
  - Playground champion
- Kara introduced Bryanne Reynolds head of room parents. She made a call for the final five classrooms needing a room parent.
- Dues target has been met for the year.
- Only 25% of students have a grown-up as part of the PTA. We would like that number to be closer to 50%

---

## Treasurer Report – Rick Westfall

---

- Rick explained the 2020-2021 audit. \$52,000 was taken in and \$58,000 spent. Rick motioned to enter the audit, Katy seconded it and it passed.
- The 2021-222 budget was presented and put to a vote – Kara motioned, Armita seconded and it passes.

---

## Principal Report – Suzanne Hess

---

- Ms. Hess thanked everyone for their support and expressed the excitement of having children back in the building.
- She welcomed Nurse Harper, Reading Specialist Ms. Calhoun, and Assistant Principal Ms. Carrico who will speak later.
- Back to school night will be virtually held 9/9 from 6-7:30. Teachers will send zoom links by tomorrow night. The upper grades will have one zoom with all the teachers.
- Conferences will be 11/11 and 11/12.
- Ms. Hess presented a slide explaining the schedule prioritization of reading and math (review), SEAL, small lunches.
- The instructional process if there is quarantine was discussed at length (live stream, device from school, office hours, phone calls and zooms with teacher)
- Ms. Calhoun spoke about the phonics program for K-2 called Really Great Reading. There will be a parent webinar 9/30 @ 7PM
- Grades 3-5 will continue Words Their Way focusing on phonics, vocabulary, and spelling
- Ms. Calhoun explained that K-5 will use the Continuing Math Workshop Model to investigate math concepts.
- Ms. Carrico spoke in detail on MAP testing. The tests questions adapt to the student. The test for reading and math is given to grades 2-5.
- Nurse Harper spoke on COVID protocols. She spoke in depth about the daily screener, masks, hydration, what to do if child feels unwell and the testing protocols.

---

## Secretary Report – Katy Lambert

---

- June 2021 meeting minutes were put to a vote. Marty motioned, Maya seconded and they passed.

---

## Vice President's Reports

---

- Maya Mahoney VP of Fundraising introduced herself and spoke of the chair openings. She announced a Dine-Out with Lena's on 9/20.
- Armita Cohen VP of Programs announced that there will be Baroody after school enrichment. She also asked for an Odyssey of the Mind lead for the school.
- Marty Zager VP of communications spoke of communication changes from new name (Bee-Mail etc). He detailed possible in person events for the school from the survey.

---

## Past President Report – Fran Boller

---

- Fran detailed teacher appreciation (Kureg) and posted a sign-up genius for KCups and breakfast treats.