Kenmore Middle School PTSA Meeting Minutes  
September 27, 2022  
  
**Meeting commenced at 7:40 pm.**  
  
**In attendance:** General membership, Mr. McBride (Principal), Nga Nguyen (President via Zoom), Kathy Evans (Treasurer), Amanda Martin (VP, Fundraising), Nikki Jones (VP, Communications) and Jamie Pilot (Secretary).  
  
**Welcome, Approval of Minutes, and Vote on New Secretary** – Nga welcomed everyone and called for the approval of the August 31, 2022, General Membership meeting minutes. A motion was made and seconded to approve the minutes. The motion carried with all in favor and no opposed. Nga announced the resignation of Jamie Pilot, PTSA Secretary, effective immediately. Jamie’s daughter transferred out of Kenmore at the start of the school year. Nga thanked Jamie for her time and dedication to Kenmore. Alice Burke had previously expressed interest in the role as PTSA Secretary. The Executive Committee appointed Alice Burke as the new Secretary, effective immediately, and she will serve the remainder of Jamie’s term (June 30, 2023). There was no opposition from the General Membership.  
  
**Principal’s Welcome** – Mr. McBride stated that the school year is off to a great start. Students are engaged in ‘learning assessments’ and there is much focus on the English learners and students with disabilities. The school retained accreditation and scored well on improvements over last year; the school plans to continue that trajectory with a goal to improve objective test score numbers to pre-pandemic levels. Mr. McBride reported that there was a student-led walkout today for LGBTQ+ rights. He stated that the Kenmore is an inclusive school, and all students are expected to be kind and respectful. Mr. McBride announced that Mr. Marino (Math) will be resigning.  
  
**VP, Programs Update** – Kathy Evans reported for Anita Cater. Kathy announced that the Kenmore PTSA will sponsor a “Family Movie Night” on October 20, 2022, at 7:00 pm on the Kenmore field. The event is free and open to the Kenmore community. Families are welcome and the PTSA asks that parents/guardians accompany their student(s). Popcorn, cotton candy and SnoCones will be provided by the PTSA. Kathy suggested families bring a picnic dinner and drinks to enjoy before and during the movie. The school will be open for use of the restrooms and water fountains. **VP, Fundraising Update** – Amanda Martin announced that the Kenmore PTSA will sponsor a “Kicks for Kenmore” Shoe Drive fundraiser. Shoe collection will begin at the October 20 movie night and will continue until Winter break. Amanda stated that restaurant fundraisers will begin again this year, the first “Kenmore Dines Out” night coincides with the “Family Movie Night” event on October 20. There is a Kenmore Dines Out scheduled for Chipotle (Seven Corners) on January 11. Amanda encouraged everyone to sign up for the Harris Teeter and Amazon Smile loyalty programs to support Kenmore while shopping. She reminded the membership of the “no sweat” fundraiser, donate via PayPal directly to fund PTSA activities. Amanda is researching a possible gift card program through ‘Raise Right’. She announced the need for volunteers to organize the PTSA’s major Spring 5k fundraiser. There is also a possibility of hosting a Kenmore faculty basketball game fundraiser to coincide with March Madness.  
  
**VP, Communications Update** – Nikki Jones reported that the first edition of the new Kenmore Newsletter was released last week. She is hoping to publish one every few weeks, or earlier if events need publicity. Nikki stated she is working on refreshing the PTSA section of the Kenmore website. The PTSA needs a web master (knowledge of Wordpress would be helpful) and three (3) members to serve on the Nominating Committee.   
  
**Discussion on Proposed Adjustment to PTSA Membership Levels** – At the last General Membership meeting in August, the Officers received some questions about the current levels of membership. After some discussion, the Executive Committee is seeking advice from the membership on how to restructure the dues levels. There currently are four (4) levels: $50 (Sustaining); $20 (Gold); $10 (Silver); $5 (Bronze). All current levels have voting rights; however, it is unclear if each level is a “family” membership or an “individual” membership. Given that we are now a PTSA, a “student” membership should be offered and there will be an option for PTSA members to “sponsor” others to join (ie. Members can donate dues and potential members can ask for a sponsorship for their dues). Kathy stated that the Executive Committee wishes to streamline the levels and she asked if there were any questions from the membership. Hearing no questions or objections to streamlining the levels, Kathy suggested the Executive Committee define the levels and bring the new, proposed structure to the General Membership for a vote at the October meeting.  
  
**Spirit Wear Update** – Monica Bonzano reported that the Spirit Wear online store is open. The online store closes on October 7, 2022, at 11:59 pm. This deadline is to ensure that all deliveries arrive to Excel teachers for distribution the week of October 24. Monica reminded everyone to “size up” when ordering. Prices did increase this year, but this was expected. Monica cannot accept returns and/or exchanges. Car magnets will be available for sale at all in-person school events for $5/magnet. The online store is accessible at: <https://www.createmytee.com/Join/162470>

**Grants Update** – Kathy Evans reported for Mary Kadera. Kathy stated that the Grants season is open for teachers to apply. The grants awarded must: benefit a significant number of students within a specific team or program, provide a benefit not otherwise funded by APS or KMS school funds, and be requested by one or more KMS faculty or staff members. Grants are not awarded to other organizations. The committee reviews the grants for compliance. A grant can be requested alongside separate fundraising by parents and/or students.   
  
**Treasurer’s Report** – Kathy Evans reported that a recommendation resulting from the financial review is to reconcile with a non-signatory. Jenny Morris will now reconcile bank statements; Jenny is a current member but not an Officer of the PTSA. The review also recommended cash counting forms and a 2-person cash counting system. A form has been adopted and is currently in place. Kathy also stated that a ‘best practice’ is for PayPal fees to be accounted for in a separate expense line item in the budget. A motion was made and seconded to approve the separate line item. The motion carried with all in favor and no opposed. PayPal will be used for incoming funds received unless circumstances deem payment necessary. Kathy reported that there are 82 members in good standing for the 2022-2023 SY, last year we had 89 total. She reminded everyone that the 2021-2022 dues grace period ends September 30. Everyone should rejoin (if they haven’t already) for the 2022-2023 school year. Kathy announced that the Kenmore PTSA is one of nine (9) Arlington PTAs in total compliance with the VAPTA.

A member raised a question regarding clarification of various types of fundraising efforts going on throughout the school and the differences between them. The PTSA and Kenmore administration will put together information on class level, PTSA and other fundraising for the next meeting to provide clarity and transparency.   
  
**Other Business** – Kathy Evans, CCPTA delegate, reported that the CCPTA is drafting a resolution to be presented to the APS School Board proposing that APS provide basic school supplies to students. No other business was discussed. **Meeting adjourned at 8:35 pm.**Submitted by:Jamie Pilot  
Kenmore PTSA Secretary  
on September 30, 2022