

MINUTES

Greensboro Academy Leadership Team

Date / Time August 10, 2021 / 2pm
Meeting called to order by Leesa James

In Attendance

Leesa James / President	Rachel Villalba / Vice President
Caroline Eachus / Treasurer	Tara Chandler / 3-5 Grade Dean
Cecelia Anderson / Asst. Treasurer	Holly Winslow / Staff Relations Co-Chair
Erica Reichard / Secretary	Laura O'Connell / Staff Relations Co-Chair
Jessica Mai / Hot Lunch	Stephanie Seagraves / Athletics
Mary Kay Auer / Academic Chair	Tracey Duhaime / Principal
Adiba Nusrat / Student Alumni Chair	Lina Fleihan / Middle School Chair

Call to Order: Leesa James

Establish a quorum for voting purposes. Welcome guests.

Approval of Minutes: Erica Reichard (remote)

No minutes from last meeting.

Principal's Report: Tracey Duhaime

See attached.

Treasurer's Report: Caroline Eachus (remote)

Hot Lunch - Jessica has been trying to estimate food amounts and eligibility for free/reduced. Caroline is concerned because hot lunch is our largest line item where we are considering a loss. We really need to promote hot lunch to keep the program available. Plan to revisit the budget in approx.. 3 months.

Free/Reduced Lunch:

Options considered to help with budget loss in this area.

- Offering free/reduced lunch 3 days a week, rather than 5 days?
- Michelle plans to be more diligent with paperwork and has gotten different software to help reduce numbers in the program.
- Limit number of food items free/reduced children can order per meal.
- Look into another food item through vendors that people can have at cost.

- If we provide 2 days of hot lunch, would free/reduced kids get food? We would offer free days to those families, and the other days, these families could pack or order like everyone else.

Fundraising: Only budgeted for Invest in a Child this year. Further discussion to come.

Athletics: More details are needed as to numbers and details. Further discussion to come.

Leesa made motion to approve this year's budget now, knowing that it will be reviewed in 3 months. Rachel seconded the motion and motion passed.

Assistant Treasurer's Report: Cecelia Anderson (remote)

Reminder: When turning in money that you need Cecelia to deposit (sports, Go Far, etc.) you must include the Boosters' Received Funds form. Helps with accounting.

Boosters web site previously had the Received forms on it and also printed in parent room. The form has been redone on web site in Excel format which is not as helpful.

Cecelia will get with Katie to get the old form back online and put copies in the parent room.

As a reminder when submitting your form - write the check number, name of who it is from and what it is for on the form. Fill out 1 receipt form per collection.

President's Report: Leesa James

Facebook group update underway: 20/21 group will be taken down and replaced with 21/22 group. As per last year, people will have to request to join and answer a couple questions to confirm criteria is met (current GA parents) and rules of the group acknowledged. For now, admins of this group will be Jessica, Laura, and Rachel.

Leesa made a motion to vote in 2 additional officers: Lina Fleihan(Middle School) and Suzy Leach (Fundraising). Rachel seconded the motion and motion passed.

Vice President's Report: Rachel Villalba

No report.

Committee Reports

Academic: Mary Kay Auer

Mary Kay made a motion to release \$250 for spelling bee. Rachel seconded the motion and the motion passed.

Athletics: Amanda Pritchard (absent) & Stephanie Seagraves

Girls' Softball will be added in the spring. Mr. Basset will coach for 3 years. Volleyball tryouts next week.

Discussed cost of athletics and the possibility of raising the athletic fees. Anticipate keeping the fee the same, then giving an option to purchase sports spirit-wear shirt separately.

Elementary School: Alicia Shade (absent)

No report.

Mrs. Chandler to get with Alicia about having Helena at Open house and sporting events. Also, try to make more regular hours publicized so families know when to buy. Explored having a school store on and afternoon before school releases.

Middle School: Lina Fleihan

No report. Lina still needs to meet with Korie (previous MS chair) to possibly get a hand-off report.

Extracurricular: Kelly Copeland (absent) & Vicky Maness (Absent)

New payment system to allow online registrations. Hoping to find a teacher to lead a Chess Club. Three extracurricular programs already set for this school year- Mad Science, Soccer Shorts, and Drama Kids.

Fundraising: Suzy Leach (absent)

No report. Rachel and Laura will plan to meet with Suzy to provide a hand-off report and discuss fundraising activities for this year.

Hot Lunch: Jessica Mai

New system:

- Easier to place orders.
- Families can now order weekly instead of monthly.
- There will be a registration fee at beginning of year.
- There will also be a small transaction fee with each order.

There are now parameters for free and reduced lunch. Families will have to first register in the hot lunch system. Michelle working on the letter for families regarding the free and reduced lunch program. Applicants will now have to provide supporting documentation.

Elizabeth's will not be on the menu since they are unable to individually wrap food items.

2021-2022 vendors: Noma, Ghassans, Chick fil A, Zaxbys, Jimmy Johns, Subway, Big Burger Spot, Salsarita's, CCs pizza.

Projection on the budget is based on actual numbers for orders years before. Put in a spread and calculated from there with new prices. Didn't calculate from last year. Will need to revisit in 3 months.

Lunchables are still available at cost of \$5 this year. Lina offered to look into alternative ideas from Ghassans.

Moral Focus: Amanda Hess (absent)

No report. Per Tracey DuHaime, this year there will be a new club called "The Revolutionaries" that will incorporate anti-bullying, inclusion, etc..

Parent Relations: Katie Bir (absent)

Recently the gaboosters.com domain was renewed along with our subscription to Wix our website editor. Additionally, a form builder app has been purchased for our website that will now provide us the ability to create online registration forms and take payments to our PayPal account. At Katie's written request, Leesa

made a motion to release \$252.05. This total includes \$19.17 for the website domain, \$83.88 for Form Builder Pro, and \$149.00 for Wix subscription. Holly seconded the motion and the motion passed.

Our Sign-Up Genius subscription was upgraded last Spring to increase the number of administrators. It is our hope that all booster related signups will be created in the booster account so that all signups will be contained for future reference. Currently Jessica Mai and I are administrators but we will need a list of committees and the chair email so that we can setup administrators.

The first booster newsletter will be sent out on Sunday, August 22. Please have all booster related items for communication sent to Katie Bir (klbir@bellsouth.net) and Miranda Reavis (mirandareavis@gmail.com) by 4 pm Thursday each week.

Staff Relations: Holly Winslow & Laura O'Connell

Holly made a motion to release \$550 for the first Staff luncheon that will take place on Tuesday, August 17th. Lunch will be provided by Ghassan's. Leesa seconded the motion and the motion passed.

Student Alumni Relations: Adiba Nusrat

No report. Adiba will follow-up with Megan (previous chair) to receive a hand-off report.

Dean / Teacher Representatives: Tara Chandler / TBD

Booster Activity Approval form: All committees should use this form if you have a date for an event and want to get it on the calendar. Put the forms directly in Mrs. Chandler box.

Mrs. Murray: will be doing yearbooks again, as well as 5th grade promotion and 8TH grade graduation videos as well. She has secured Jillian McDunn as the 3rd-8th grade visiting author. Her cost is \$1,595. Great deal for GA because we booked her pre-Covid and she is honoring her past price. Her rates are now double.

Field trips: All field trips are scheduled as of now, and they will take place in the spring.

Announcements

None

Next Meeting

Tuesday 9/7/21- 1pm in parent room. Masks required.

Leesa made a motion to adjourn. Rachel seconded the motion and the motion passed. .