

---

---

# WELCOME!

Montgomery Virtual Academy  
Parent Teacher Council  
June 2, 2022

---

---

# Pre-Meeting Issues

\*Please state your name before speaking each time. Our, PTO secretary, Mattie, is visually impaired and cannot see your name on the screen.

# Agenda

- Call to Order
- Welcome - Jessica Sherman, President
- Special Presentation by Counselors regarding resources
- MVA Deans' Report
- Approve minutes of Membership Meeting May 2022
- Reports from Officers
- Reports from Committees (including Election Committee)
- Election of Officers for 2022-23 School Year
- New Business
- Announcements
- Adjourn
- Informal Discussion

# Deans' Reports & Special Presentation

## Dean's Report:

- Dean Heifetz - Lower School
- Dean Orders - Upper School

**Special Presentation by Counselors regarding resources.**

# Approve Minutes

- Approve minutes from MVAPTC Membership & Board Meeting

# What We Have Accomplished!

- Organize as a group and obtain Non-Profit Status
- Establish a bank account/Square Account.
- Assist with Teacher Appreciation Week - Flowers (Thank you Andrea Levy), T-Shirts (Thank you for the donations of shirts) & Gift Cards
- Two Social Events
- Fundraise for non-profit status and enough for next year's insurance/domain name.
- Start to set up regular fundraisers, such as Amazon Smile.

# Thank You!

Huge thank you to all the families and staff for your time, generous donations and shirt purchases to make the MVAPTC possible!

Thank you to Dean Heifetz and Dean Orders for all their support in getting MVAPTC setup and for all their hard work supporting our students and families this year.

## **Special Thanks:**

- Liz for helping with the non-profit status, advice and acting as Treasurer.
- Mattie for being secretary and doing the meeting minutes.
- Donald for being our NAACP representative and all his efforts to get us started/support & encouragement.
- Andrea for being our Special Needs Committee Coordinator, the amazing staff flowers and her advice.

# Non-Profit 501(C)3 Status Report

- Incorporation as Tax Exempt Organization in Maryland - **Approved**
- Federal EIN - **Approved**
- Federal 501(c)3 application - **Approved**
- Bank Account with Sandy Springs Bank - **Completed**
- Trade name - **Approved**
- PTO Insurance - **Obtained through AIM (Association Insurance Management, Inc.)**
- Domain Name - **Obtained through GoDaddy - MVAPTC.org**
- Registration as MD Charitable Organization required to collect charitable donations - **Approved 5/5/22**
- Registration in MD for sales tax exemption (SUTEC) - **Mailed 5/3/22**
- File State Income Tax Exemption - **Approved**
- Register in Guidestar - **Completed**



# Treasurer's Report - Revenue & Bank Account

## Revenue:

Donations: GoFundMe (closed)	\$731.03 (\$760 before fees)
Square Donations and Shirts Total:	\$707.16 (\$737.01 before fees)
<b>Total:</b>	<b>\$1,438.19</b>

## Expenses:

**\$847.42**

## Bank Account Balance:

**\$590.77**

**Financial Goals for Next Year:** To have funding for insurance (\$265), domain name (\$20), teacher appreciation, teacher requests and student/family social activities/community support.

# Treasurer's Report - Expenses

## 2022 School Year Expenses Paid to Date:

Incorporation as Tax Exempt Organization in Maryland	\$220
Federal 501(c)3 application	\$275
Trade name of MVAPTC (renew in 5 years)	\$77.25
PTO Insurance (yearly)	\$265
Website Domain Name (\$20 yearly)	\$10.17
<b>Total:</b>	<b>\$847.42</b>

# Fundraising/Shirts

This year: Sold about 44 Shirts which generated **\$567.51** (minus fees)  
[Materials donated by Jessica]

Proposing to spend up to \$250 on Logo and Fundraising Start Up Costs (such as T-Shirts/Sweatshirts) to be able to sell during school book distributions and leave in office for families to purchase.

# Financial Audit

Need volunteers to do a financial audit in June per our Bylaws.

Currently have:

1. Andrea Levy
2. Tim Stefanoski
3. Tyeesha Munnerlyn

**Any other interested volunteers?**

# Donations/Fundraising Report

**\*MoCo Delivery Fundraiser (ongoing weekly):** Enjoy delivered food from the Amish Market Yummy Pies & Beiler's Donuts, Metro Dahaba, Izes Deli, Fresh Baguette and Poolesville Raw Pure Honey! Your purchase will be placed at your door on Saturday morning. Deadline for ordering is Thursday night! Please put "Donation to MCPS VA" in the special requests section. Order at: [www.mocodelivery.com](http://www.mocodelivery.com)

**\*New Fundraiser:** Mabel's Labels Fundraiser:

[https://mabelslabels.com/en\\_US/fundraising/support/](https://mabelslabels.com/en_US/fundraising/support/) (Montgomery Virtual Academy Parent Teacher Council)

**\*Amazon Smile**

**\*Direct Donations:** <https://mvaptc.square.site>

**\*Shirt Sales:** <https://mvaptc.square.site>

**\*Auction:** Planning for September or October

# Social/Community Connection Committee Report

## Volunteers

- Help maintain facebook page and website
- Translation & Interpreting
- Fundraising (restaurant night, auction) & Direct Donations (toys, games, school needs)
- Social Activities
- Teacher Appreciation - food donations, what else?
- Advocacy
- Auction

**Summer: Would like set up more fundraising and get started on an auction as well as a back to school event.**

# Election

- **Positions:**

- President
- Treasurer - manage money, file taxes, maintain non-profit status
- Secretary - meeting notes and correspondence
- Vice President, K-2 (Lower School) - coordinate grade level socials/activities, help with fundraising, run committees
- Vice President, 3-5 (Lower School) - coordinate grade level socials/activities, help with fundraising, run committees
- Vice President, 6-8 (Upper School) - coordinate grade level socials/activities, help with fundraising, run committees
- Vice President, 9-12 (Upper School) - coordinate grade level socials/activities, help with fundraising, run committees

- **Election Results:**

- President - Jessica Sherman
- Treasurer - Liz Ryan
- Secretary - Stephen Brock
- Vice President, K-2nd (Lower School) - Mattie Sanchez Vargas
- Vice President, 3-5 (Lower School) - AT Holmes
- Vice President, 6-8 (Upper School) - ~~Andrea Levy~~ George Korzeniewski
- Vice President, 9-12 (Upper School) - Andrea Levy

# Social Media Links & Contact Information

**Website:** [MVAPTC.org](https://mvaptc.org) or <https://vaparentcouncil.godaddysites.com>

**Facebook page:**

<https://www.facebook.com/search/top?q=montgomery%20virtual%20academy%20parent%20teacher%20council>

**Unofficial Facebook Parent Group called MVAPTC Discussion Group - Montgomery Virtual Academy Families & Staff (MD):** <https://www.facebook.com/groups/530674078014807>

**You can reach Jessica at [parentcouncil@cpjsweb.com](mailto:parentcouncil@cpjsweb.com)**



# Adjourn

We will stay after the meeting to have informal PTC discussions. Please stay if you can.