

**Montgomery Virtual Academy Parent Teacher Council (MVAPTC)
Membership Meeting**

Date: March 3, 2022

Time: 6:30 pm

Location: Virtual meeting via Zoom

Chair: Jessica Sherman, President

Secretary: Mattie Sanchez Vargas

Attendance: 103 Attendees

Meeting called to order at 6:38 PM by Jessica Sherman, President.

Welcome/Introduction

Item 1. Approval of Minutes

Donald Whitfield motioned for the minutes to be approved, everyone was in favor, Jessica Sherman seconded the motion. The minutes from the February meeting were approved.

Item 2. Update/Q&A from MVA Administration - Ms. Heitzfed and Mr. Orders

- MVA is starting to plan for the 2022-23 school year in terms of student population and staffing needs. There has been a lot of interest for staff, but limited openings. Working on new opportunities for next year and expanding course offerings.
- Discussion regarding in person standardized testing. Some tests are mandated by the state and have to be done in person. Home schools will contact families to set up testing and it is a family's decision to have their child participate. Please talk to your school to address any concerns you may have.
- Next return to in-person school date will be April 4th. Request forms will be sent to families..
- Discussed advocacy and current needs, including a technology survey that will be sent to parents and students.
- Andrea Levy raised questions/concerns regarding IEP's/Special Needs and teacher allocations.

Item 3. Reports from the Officers

- A. **President's Report:** Nonprofit organization filing status report: Articles of Incorporation and Trade Name (MVAPTC) were approved. 1023 EZ form filed for the 501c3 status last Sunday. Will obtain insurance.
- B. **Treasurer's Report:**
- a. **Revenue:** Donations: GoFundMe - \$731.03 (\$760 before fees), Donations & Shirts: Square- \$261.79 (\$150 donations/\$119.99 shirts before fees)
 - b. **Total Revenue: \$992.82**
 - c. **Expenses Paid:** Incorporation as Tax Exempt Organization in Maryland - **\$220 - Paid**, Federal 501(c)3 application - **\$275 - Paid**, Trade name of MVAPTC (renew in 5 years) - **\$77.25 - Paid**
 - d. **Upcoming Expenses:** PTO Insurance (yearly) - **\$290 estimate with AIM**, Website Domain Name (yearly)

- e. **Total expenses: \$882.25 (estimated)**
- f. **Motion to approve expenses:** Jessica Sherman made a motion to approve the following expenses, with Donald Whitfield seconding the motion. All in favor, motions passed.
 - **Reimburse Jessica Sherman, President, for the following:** Incorporation as Tax Exempt Organization in Maryland: **\$220**, Federal 501(c)3 application: **\$275 &** Trade name of MVAPTC: **\$77.25 for a total of: \$572.25**
 - **Proceed with PTO insurance: \$290 estimate with AIM (yearly cost); may be up to \$400**
 - **Proceed with domain name: up to \$20 (one year)**Budget and Fundraising
- g. Budget goal is to have enough for non-profit filing, insurance and domain name for this year and enough for insurance and domain name for next year. Once that is accomplished, remaining money can be used for school needs, teacher appreciation and social events for the MVAPTC.
- h. Fundraisers - Mabel's labels, shirt sales, MoCo Delivery

Item 4. Committee/Special Topic Reports

- **Membership Report** - Membership is free/no dues. Link provided to join.
- **Committees** - Sign up form provided or reach out to Jessica at parentcouncil@cpjsweb.com
Need volunteers!
- **Partnerships** - Looking at working with City of Rockville and KAH to host social activities
- **Special Needs Report - Andrea Levy** - Would like to hold a separate monthly meeting for families that included the school staff as well as provide informational sessions. Discussed what that might look like. Contact Andrea with any suggestions, concerns or would like to help.
- **NAACP Parent Council, Donald Whitfield** - Discussed vaccine clinics, need for more special education support.
- **SSL Hours** - MVAPTC can sponsor SSL hours. Anyone available to organize activities/events?

Item 5. New Business

- **Volunteers** - We need people to host events and organize. We also need committees to assist.
- **Insurance** - Insurance is needed to have get togethers
- **Other Items** - We are in need of sponsors. We also are trying to decide if we would like to have a family directory. We would like to see how we will be getting more engaged.
- **Teacher/Staff Appreciation - Technological items for teachers:** Suggestions for students to make signs for Teachers. Jessica is making school staff shirts with donated t-shirts. Donations of shirts still needed via Amazon wishlist
- **Thank you to Andrea Levy** for the lovely flowers she organized/donated for the staff.

Item 6. Announcements

- Board Member elections will take place in June per the Bylaws. Need a volunteer to coordinate the election. May have to have a second election in the fall if board members do not remain in VA.
- Next Membership meeting: March 3, 2022 at 6:30 PM
- First social to be held **MVAPTC Outdoor Meet and Greet: Filicori Zecchini Potomac, MD 20854 on Sunday, March 27th from 2-4 PM.**

Motion to adjourn was made at 7:48p.m.and passed unanimously.

Meeting Minutes completed by Mattie Sanchez Vargas & Jessica Sherman

Audit committee - 3