# Chatham Grove Elementary PTA – General Board Meeting Minutes

Date: August 13, 2025

Time: 5:30 PM – 7:31 PM

Location: Love Perry Residency

## 1. Call to Order

Meeting called to order at 5:55 PM by Shana Perry (President).

## 2. Attendance

Board Members Present: Shana Perry (President), Mairead Resch (Vice President), Sarah Paxson (Treasurer), Mary Chandran (Secretary)

PTA Members Present: Kelsey Bakis, Sara Sullivan

Guests: None noted

## 3. Approval of Previous Minutes

Motion to approve July 10, 2025 minutes: Approved (Motion: Mary, Second: Sarah)

## 4. Reports

President’s Report:

• Approval of new board members – Motion: Shana, Second: Sarah, Motion passed (4 YAY, 0 NAY). New Members-at-Large: Julie Sides and Bea Love-Perry.

• Kindergarten Assessments went well; held as a one-day event this year (8/13/25).

• Gator Gathering briefly discussed – tables, PTA membership, volunteer requests.

• Teacher Grants – Goal to streamline process and ensure thoughtful spending. Challenges with current reimbursement process; discussed options for PTA to directly purchase items rather than requiring teacher reimbursement. Grant amounts set at $200 per teacher, plus an additional $100 for PTA members. Instructional Assistants eligible for $50 grants. Deadline for applications moved to December 5, 2025, with grant form to be sent by August 29, 2025.

• Garden – Recently cleaned by Jessica Davis and Sarah Daniels. Garden beds to be moved to create more space during recess, with the Gaga ball pit possibly placed in their current location. Discussed relocation options and long-term goals for making the garden a learning environment, potentially involving student council or local garden clubs.

• Bylaws – Plan to edit job descriptions for clarity.

Vice President’s Report:

• Advocacy – Explore resources and professional development for neurodivergent learning, potentially partnering with the Hill Center.

• Student Clubs – Dr. Giles supports as an after-school activities. Discussed possible volunteers (teachers vs. community members – e.g., parents, HS students), stipends, and community center/community group partnerships.

• MAL Role – Continue identifying volunteer needs and filling them early

* Discussed succession planning, including roles like Treasurer-in-Training.

Treasurer’s Report:

• Money Minder to be used for reimbursements moving forward.

• Audit in progress; monthly financial review completed and signed by Nate Hess, Kelsey, and Steph Barnes.

• Morgan Callahan and Kinley Reeves voted in as audit members, with Kelsey serving temporarily.

## 5. Old Business

None noted.

## 6. New Business

None noted.

## 7. Upcoming Events

No events formally listed in minutes.

## 8. Action Items

* Send updated teacher grant applications by August 29, 2025 – Teacher Grant Committee
* Relocate garden beds and school support – Garden Committee; Discuss with Dr. Giles
* Edit bylaws for job descriptions
* Identify volunteer needs and recruit early

## 9. Adjournment

Meeting adjourned at 7:31 PM.

Minutes submitted by: Mary Chandran, Secretary