**SCEA MINUTES**

**Location: Horace Mann Elementary School**

July 15th 2024 @12:00pm

| **Building** | **Name** | **Present** | **Absent** | **Building** | **Name** | **Present** | **Absent** |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Jordan Fields, President | x |  |  | Caiti Alexander: Vice-President | x |  |
|  | Karina Lopez, Secretary | x |  |  | Andrew Schildmeier, Treasurer | x |  |
| LOFTUS | Madalyn Cramer | x |  | WSH | Kayla Zbornak |  |  |
| PKV | Toni Patterson, PKV | x |  | HM | Bonnie Wolfe | x |  |
| HH | Randi Stewart | x |  | SKY |  |  |  |
| SMS |  |  |  | SCJHS | Mary Holsten | x |  |
| WHS | Jerry Fagg |  | x | SCJHS | Misty Town | x |  |
| CO | Megan Engle, CO | x |  | SCHS |  |  |  |

**Additional Attendance:** none

**MINUTES:**

May and July minutes will be reviewed and approved at our August meeting.

**TREASURER’S REPORT:**

**Monthly Budget Report:**

Andrew Schildmeier is the SCEA 2024-2025 and he is diligently updating signatures, and statements.

* Current Balance $6283.83.
* Pending expenses: 2 $1000 highschool scholarships and one more item for 678.00

\*\*\*Motion to approve Treasurer’s Report by Misty, seconded by Mary. All approved.

**NEW BUSINESS:**

**New Business**

SCEA/MSTA binders will be delivered at the first formal meeting.

**Committee Reports:** Jordan has updated items on the shared folder and the following are the committees to be fulfilled.

* + - Legislative/Forum
    - Membership/Social
    - Outstanding Awards/Scholarships
    - Decorating/Events
    - Fundraising
    - Adjournment

**New Staff Luncheon**

* August 9th starting at 11:15. Central Office has confirmed 60 new hires. SCEA will order and serve lunch for at least 100 people from el Tapatio.
* Katy Depot will be contacted for the bags with goodies, SCEA will also get gifts ready for new hirees.
* Andrew will check with Brittney on the tax exempt process to make sure SCEA is not paying taxes over all the expenses.

\*\*\*Motion to approve lunch from el Tapatio by Mary, seconded by Andrew. All approved

\*\*\*Motion to add, hershey's kisses, mints, and cookies by Jordan, seconded by Andrew.

MSTA Leadership Convention **July 18-19th**

**Membership/Marketing**

Back to School SCEA Membership Drive

* (2) $25.00 Amazon card drawing for new staff at the back to school meeting on the 19th to be delivered the same day.
* (1)$10.00 Amazon card drawing per building. Drawing will be after the back to school meeting. All employees will have the opportunity of signing off to be part of the drawing until the morning of the back to school meeting. Jordan and Andrew will have the cards ready to be delivered the second day of school.
* Motion to approve the purchase of the cards for the drawing by Mary, seconded by Caitlin.
* Jordan will contact Lisa Hammerly per SCEA online registration. If approved, Jordan will create a QR code for staff to pay their registration fees online and paper copies as well.
* Since the back to school meeting will be held at the SCJHS building, SCEA will have tables for membership registration.

\*\*\*Motion to approve online registration request and SCJH registration drive by Mary, seconded by Andrew.

* Instead of discount cards, SCEA plans on creating a coupons’ book to be delivered at teacher’s appreciation week. SCEA board will get members involved seeking business connections for discounts.

\*\*\*Motion to have an Informal meeting after the back to school meeting by Mary, seconded by Andrew

**Next Meeting: September 9th at SCHS’ library at 4:15pm**

**Motion to adjunct the meeting Misty and Andrew.**

**To indicate minutes have been read, please follow the link below:**

[**Google Form**](https://docs.google.com/forms/d/e/1FAIpQLScuTlSVVYBNM29hwTjVHPr5LrQyZaaFWudUAb6XMiSwS0N4xg/viewform?usp=sf_link)

**Karina Lopez**

**Secretary**