

Montessori Academy of Upland PTC Committee

Meeting Summary, October 9, 2025

Quick recap

The meeting began with a discussion about virtual versus in-person meeting preferences and technical setup issues before transitioning to a review of the previous Parent-Teacher Committee (PTC) meeting's summary. The PTC meeting covered organizational updates, role assignments, and various initiatives including curriculum standardization, safety measures, and upcoming events like the Harvest Festival. The group discussed fundraising strategies, reviewed playground equipment quotes, and addressed administrative tasks, while also exploring the possibility of becoming a 501c3 organization and reviewing draft bylaws for the PTC.

Next steps

- [Adam to update the PTC website with Traci as Secretary and Brad as Treasurer.](#)
- [Adam to add new members to the PTC chat.](#)
- [Adam to look into creating classroom-specific chats for room parents to communicate with parents.](#)
- [Adam to follow up with teachers about finalizing classroom representatives by the end of next week.](#)
- [Adam to get additional playground equipment quotes and explore more cost-effective options like standalone monkey bars.](#)
- [Adam to compile feedback on the school uniform discussion for the next meeting.](#)
- [Adam to talk with Margaretann about a deeper positive discipline course for parents.](#)
- [Adam to contact the parent who works at Bullwinkles about potential fundraising event opportunities.](#)
- [Adam to add fundraising events to the school calendar.](#)
- [Harvest Festival Committee to meet next Thursday via Zoom to finalize event details.](#)
- [Clara to present research on bar-style tables for the Harvest Festival at the next sub-committee meeting.](#)
- [PTC members to review the draft bylaws before the next meeting.](#)
- [Brad to help with exploring 501c3 status for the PTC.](#)
- [PTC members to discuss potential fundraising events in the chat and determine calendar placement.](#)

Summary

In-Person vs Virtual Meeting Challenges

Adam and Brad discussed the confusion caused by a message about the meeting being via Zoom, which was designed to be in-person. Brad mentioned that they prefer in-person meetings but will attend virtually for today because of the message error. Adam noted the need for better communication to avoid confusion in the future. They also discussed technical issues with audio and video setup due to the two microphones. Adam suggested possibility of using a TV or monitor to improve participation for those not present in the room.

PTC Roles and Initiatives Review

The meeting focused on reviewing the previous Parent-Teacher Committee (PTC) meeting's summary, which covered roles and responsibilities, initiatives like curriculum standardization and safety measures, and upcoming events such as the Harvest Festival. Adam highlighted the need for a secretary to fulfill legal requirements and noted that classroom representatives are still being selected. The group discussed fundraising strategies, including a \$20,000 goal, and agreed to explore the possibility of becoming a 501c3 organization. Next steps include finalizing the PTC website tab, selecting committee roles, and further investigating uniform and safety proposals.

PTC Roles and Communication Updates

The PTC meeting focused on organizational updates and role assignments. Adam reported on creating a chat group for PTC members using the school app, which will be used for communication outside of meetings. The group discussed and assigned various roles, with Clara offering to lead fundraising, Brad taking over as treasurer, and Traci agreeing to be secretary. They also touched on the need for parent consent for email communications and discussed the possibility of using existing consent forms. Adam mentioned he would handle board communications and website updates for now, with Brad's assistance when needed.

Harvest Festival and Playground Planning

The meeting covered several topics, including the Harvest Festival planning, playground equipment quotes, and administrative tasks. The Harvest Festival committee discussed food options, raffle prizes, and logistics for the event on the 24th. They agreed to meet again next week to finalize details. Playground quotes were reviewed, with one option coming in higher than expected. The group decided to explore more cost-effective alternatives for climbing equipment. Administrative tasks included changing security codes and investigating parent deductions without 501c3 status. The committee also discussed classroom-specific emails and chat options for parent communication.

PTC Fundraising and Bylaws Review

The PTC discussed several fundraising ideas including a dance-a-thon, jogathon, movie night, and bowling event, with members agreeing to explore these options after the current Harvest Festival. Adam presented draft bylaws for the PTC, outlining membership, voting rights, and financial

procedures, with the committee agreeing to review and potentially vote on them at a future meeting. The group also discussed the possibility of making the PTC a 501c3 organization and will explore this further.