



Board Meeting Agenda & Updates

February 7, 2018

9:15am, Maureen's House

Call to Order – Maureen Crabtree

Approval of Minutes, Secretary's Report - Jen Greenberg

Treasurers Report - Tom Schauer

- A. Current cash position is about \$109,200
- B. \$8,200 remaining on gift collections to reach plan of \$26,500
- C. School auction collected \$10,305 in Jan; \$4,695 left to collect to reach goal of \$15k. *Will this program result in net fundraising money for the PTSA? Or will it be just a pass-thru event as currently budgeted?*
- D. \$2k remains in BOD Discretionary Budget
- E. About \$4,800 remains in Full-time Teacher Grants
- F. We'll see Dance Party collections in Feb, collected \$20 in Jan through Paypal. Update from Elysia: I deposited \$4,293.25 in cash and checks yesterday. That plus \$80 is our total income for Dance Party.
- G. Collected \$2,450 for the Parent Ed pass-thru (\$150 was a duplicate payment); *does this get paid out in Feb? We should deduct 2.5% for Paypal fees in the payout – correct?* Update from Elysia: please let me know the exact amount to be reimbursed and I will create the TR and check payment.
- H. Collected \$2,155 in payments for "yearbook" (\$36 check was returned; \$24 bounced check fee), will this be a pass-thru? Update from Elysia: Yearbook is a passthrough. Once I hear back from the bank about the \$36 and get that resolved, we can write a check to the Yearbook company.
- I. Budget Committee for 2018/2019 School Year: I would like to schedule 2-3 meetings in April for a budget to be approved at the BOD Meeting on May 2, and then approved by the General Membership at the GM Meeting on May 17. Still need a General Member to sit on the committee. It's possible that Winn Richardson will be the GM member, as she is considering the Banking Treasurer's role for next year. Elysia is not able to attend Feb 7 meeting, so please decide who the committee will be.

New Business (to be voted on or discussed):

- A. Science Night – Josh Reiss
- B. Quick poll – Do we want Dance Dude back next year? Any other feedback from Dance? Elysia: I got feedback that Dance Dude was slightly too structured at the dance. Kids want more free dance time. I personally witnessed the gym time with him and thought it was a great way to get kids interested, engaged and feeling comfortable going to the dance. Would be nice to strike a balance the night of the dance.
- C. Awards – Standards of Excellence in process (due March 1st). Membership is applying for the membership award. Any other awards –E-blast, Website, Newsletter - Communications team?

President's Report - Maureen Crabtree

- A. STEM Resident teacher- Andrew McAllister approached me about being a resident STEM instructor, like the Artist-In-Residence. Andrew is putting together a proposal for PTSA to discuss curriculum,

costs & funding. Might be something we could fund through the District's new Innovation Program, which has provided grants to other schools for similar STEM programs.

- B. Dedication ceremony - Presented an idea to Monica for a Dedication ceremony on the playfield before the fencing goes up. Monica has asked Melanie Miller to lead this effort. If you have any ideas or would like to assist her, please reach out to Melanie as she would love the help!
- C. Playground ideas – Monica has reached out to Kelly Fenberg, Marnie Brown and Miyoko to brainstorm ideas for outside art activities that might supplement recess time. We talked about chalk wall murals and concrete painting with brushes & water. They asked if PTSA has funds available and my reply was that while we don't have a budget line item, per se, we do have some wiggle room to make funds available. How much do we think should be allocated? Where would this come from? President's discretionary? Elysia update: Steph, Melissa and I discussed buying a portable Gaga pit for the playground while the new school is being built. Found a solid one for around \$1500. We can do this as an immediate solution if we vote yes. <https://www.schoolspecialty.com/action-play-systems-gaga-pit-1581874?gclid=CjwKCAiAweXTBRAhEiwAmb3Xu6PjHX3vBgrcqZf5gGb2o-PBIKIP1YIQVmcYUW3h9ZBYhurgYY KBBocYX8QAvD BwE>
- D. Family Reading Night will be led by Jen Danielson and Danielle Frost. She said they have some ideas already. Margo is going to kick off an email with teachers and I to determine what level of involvement they need from PTSA. Would like to suggest Book Rodeo.
- E. Junior Achievement – The 4th grade teachers are using their \$600 enrichment funds to bring in a Native American speaker, and they are running out of time to fit in the lessons, so JA Biz Town is not likely to happen this year. Meeting with them next Tuesday to follow-up about the program for next year, and possibly look at JA Day as an alternative for this year.
- F. New Family Welcome Packet – Initial welcome letter in process- my goal was to have at new family coffee (giving a welcome letter with instructions to join PTSA + Fun Run T-Shirt). But Kelly has only received names of 2 new families so far. Another thing we may want to evaluate is having a New Family Guide like this (shared from Dickenson EI) - <http://tinyurl.com/edNewFam>
- G. Eagles in Action / MoreLOVE – Next Monday, Feb 12 after school. 22 volunteers signed up so far. Sent Mira suggestions to increase publicity. Dedicated e-blast?

EVP - Stephanie Lecovin

- A. Working closely w/Monica on various ideas for the new building (ideas gathered from our BOD meetings, from Monica and teachers). Met w/Elysia and Melissa on 2/6 to review list, work on process and how best to gather parent/student input. We created the SAGA Committee (Surplus, Auction and Grants Allocation Committee) and formed our process. See attached form.
- B. KCGS Program: Met with Paul Bowler to discuss moving forward with Level 2. Awaiting approval from Monica.

VP Community - Margo Wei

- A. Dance Party - 2/2/18 - The dance party was packed with kids and their parents. The updated income from Dance Party is: \$4373.25. The expenses are about \$500 less than the budget. We think there is an income above what was budgeted of almost \$1000. We will know after all the TR forms are in from Sheryl.
- B. Assembly 2/6/18 - All students attended physics presentation by Professor Ficklestein on Tuesday.
- C. Egg Drop - 2/23/18 – Has been cancelled due to timing and schedule of other activities.
- D. Science Fair: Josh Reiss will give update on Science Fair.
- E. School Play - The committee had their first meeting and everyone has started working on their assignments. They've hired Hailey North to be the accompanist and mandatory Parent Informational Meeting will be on March 8th. They will publicize it as soon as they have a meeting space identified. April will hand out information about the directors, give the parents an overview of the process and

handout two other handouts: "How to Help Kids Handle Rejection" and "PK Audition Tips and Tricks." The online registration form be available March 5th to March 31st to register for auditions.

- F. Carnival - The committee has met and will be able to provide all of the games and activities as in previous years despite the new landscape with construction. The only changes are that they won't have room for the fire engine (most likely) and instead of pony rides, they will provide a photo op with the ponies, sponsored by Clive Edges. Lindsay Little is a kindergarten parent who will take on the games and activity coordinator role for Carnival.
- G. Green Gala Auction- Team is busy procuring items for the silent auction. Need board support in spreading the word and giving inspiration to people on what they could donate. We currently have one secured auction sponsor with a couple in the pipeline. We welcome the boards support on this as well. Current open items include auction software and photo booth purchase. We are currently at 169 ticket sales not including the approx. 10 teachers that are expected to attend.

VP Enrichment - Ashley Fitzpatrick

- A. BASP – Laura is working on a policy and procedure document. First review by 02/09/18. She is also preparing for the spring program and welcomes any feedback in relation to what to offer.

VP Outreach - Kelly Radcliff

- A. Staff appreciation luncheon was held on Monday, Feb. 5th hosted by the 4th grade families. It went awesome! The staff loved the tailgating theme.
- B. New Family Coffee – Collaborated w/Yvonne and sent out email to all Room Parents asking if they have any new families to please send me their info. Received 2. Not sure where to go with this. Talked to Yvonne about adding this to the list of things we talk about at the RP meeting at the beginning of the year, that way they are aware as the new families arrive and they will hopefully send the info on to the VP of Outreach email.
- C. Discuss who can work on a New Families Packet with me.

Dir. Communications - Tricia Barendt/ April Rickard

- A. The website's slider feature is still broken. Still working with DigitalPTO on their solution.
- B. Next Eagle Flyer is set to be released on Valentine's Day. Please send in your submissions.

Dir. Membership - Christine / Jessica

- A. We did not meet the WA State PTA Membership Challenge. We needed 13 new memberships by 1/31/18 and we got 3.
- B. We will be submitting the applications for 100% PTA Membership Award and 100% Staff Membership Award by 3/1/18.
- C. We currently have 582 members (33 Staff, 452 Family and 97 Individual)

Dir. Fundraising - Megan Smiley

- A. Sounders day/Mariners/Storm - do we want to commit to # of seats for a special experience?
- B. When should we start promoting MNO on April 21st?
- C. Director of Fundraising open for next year

Dir. Legislative Advocacy - Melissa Stone

- A. Peter Kirk families participated in district-wide PTSA sign waving events before and after school to support the LWSD bond and levy measures.

- B. Continued outreach via Facebook and the newsletter about the bond and levy measures. There is a planned email to go out through MSA to get people to turn in their ballot. Right now, only 12% of ballots have been turned in.

Dir. Arts & Language Arts - Miyoko Nather

- A. Art Docents have been encouraged to create artwork w/the students to be auctioned off at the Green Gala. Trace Kuhn and Meredith Rasche have worked w/Mrs. MacDonald's class to create a project. To create a project with a class, contact Meredith Rasche or Miyoko Nather for more information and ideas for matting/framing. Projects must be completed by March 2nd.

Dir. Volunteering - Wendy Alston

- A. Looking for volunteer of the month nominations
- B. MoreLOVE sandwich making is coming together. It is scheduled for Feb 12th, 3:15-4:15. There is a sign up to bring sandwich making items on MSA. Our goal is 500 sandwiches. This is not a drop off event so parents are to bring their items and stay for the event. We are concerned if the hallway is enough space or if another space can be used? Will promote on the FB pages & PTSA page.