



GM Meeting Minutes

March 15, 2018

Peter Kirk Library, 7pm

Called to order at 7:05pm

Maureen Crabtree, President

Attendance: 31 (View attached sign in sheet). Quorum - Yes

I. Secretary's Report and Approval of Minutes

Jennifer Greenberg

Previous GM Meeting Minutes, January 2018 approved as previously published.

II. Treasurer's Financial Report

Tom Schauer

- A. Cash position and Financial Forecast – started year approx. \$81K, as of 2/28/18 increased to \$118K (split between operating accounts and savings account)
- B. Recap through February – slight surplus
- C. Matching numbers aren't yet at planned matching for the year.
- D. Budget should be positive once Green Gala Auction numbers come in.
- E. Please view Meeting Slides for full Financial Review

III. President's Report & Current Business

Maureen Crabtree

A. Nominating Committee has selected the following nominees for the 2018/19 Slate:

- 1. President – Maureen Crabtree
- 2. Executive Vice President – Elysia Heller
- 3. VP Community – Alison Small
- 4. Vice President of Enrichment – Josh Reiss
- 5. Co- VP's Outreach – Kelly Radcliff and Laura Harding
- 6. Secretary – Wendy Alston
- 7. Treasurer (Reporting) – Tom Schauer
- 8. Treasurer (Banking) – Christina Schiefer

Maureen: Any further nominations from the floor. No. Hearing no objections, nominations are closed. Maureen made motion to elect the above nominated people into the respective positions for the 2018/19 school year. All in Favor. No one opposed. 2018/2019 Board is Approved.

IV. Reports from Officers

VPs & Directors

A. Director of Advocacy - Maureen Crabtree for Melissa Stone

- 1. Recap on Kindness Day and Peter Kirk walk to City Hall
- 2. National PTSA's position on Gun Violence presented.
- 3. Postcard writing campaign will be coming in April – to help write to Legislatures.
- 4. Community Safety Forum hosted by LWSD and City of Kirkland - 3/21 @ 7pm



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B. Directors of Membership

Jessica Conner, Christine Bergstein

1. Achieved over 100% membership! Submitted WA State PTA awards for 100% School Membership and 100% Staff Membership.
2. Benefits and discounts for PTSA members (ie. Rental cars, Wolf Lodge, etc.)

C. Director of Fundraising

Megan Smiley

1. Company Matching – We are still trying to complete our matching numbers. Don't forget to submit matching hours for volunteering as well.
2. Earn money for PK all year round – Amazon, PCC Script Cards, Ring Doorbell
3. GREEN GALA - Parent's Night Out & Auction! – SOLD OUT
 - a. Over 100 auction items
 - b. SAGA Committee – Stephanie Lecovin, Elysia Heller, Melissa Stone
 - i. Process to decide what we can fundraise for (ie. Playground equipment, walking/running path, tables, science and art supplies, extra library books, solar panels, reader boards, gaga pit, outdoor classroom
 - ii. Will get gold stars at Gala to vote on your top choices
 - iii. Will also send survey to parents, put in staff lounge and work with student council for student feedback

D. VP of Enrichment

Ashley Fitzpatrick

1. After School Programs, Spring Registration opens 3/26– Current upcoming classes:
 - a. Ceramics, Coding, Forest Time, French, Guitar, Lego, Spanish, Mad Science

E. VP of Arts and Language

Miyoko Nather

1. Some classrooms created artwork to auction at Green Gala
2. Gallery walk is May 3rd. Come see your student's artwork.
3. LWSD Visual Arts info session for Art Docents and Artist in Residence is 5/22. Visit LWSD website for sample lessons and more info.

F. VP of Outreach

Kelly Radcliff

1. Staff Appreciation Luncheons continue to have great participation. Thank you to Kindergarten and 5th grades for hosting March!
2. Staff Appreciation Week - May 7-11th (All grades host lunch 5/7 – watch for sign-ups)
3. Submitted WA State PTA FACE award for our Kindy welcoming program!

G. EVP & Wellness

Stephanie Lecovin

1. New School Playfield – Turf is currently off the table

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- a. Received grant from city to upgrade from sand to grass
2. Sustainability – Working on expanding waste reduction/composting in all classrooms
 - a. Need new people to get involved for next year – email Stephanie

H. Directors of Communications

Tricia Barendt, April Rickard

1. Website will get a small facelift as updates are being worked on.
2. Website is updated EVERY DAY! Please use for up to date info!!
3. MSA (My School Anywhere) – please help us connect students to teachers.

I. Director of Volunteering

Wendy Alston

1. Current Opportunities & Needs – Visit MSA Signups
 - a. Special Needs Liaison and Craft-a-Holic to help w/glass display case.
 - b. Lots of volunteer opportunities for next school year.
 - c. Eagles in Action – Login and submit hours on PTSA website for kid's volunteered hours. Will be recognized at end of year assembly.

J. VP Community

Margo Wei

1. Upcoming Events
 - a. Emergency Drill for kids – March 16th @1:40pm
 - b. Green Gala – March 17th @6pm
 - c. School Play – April 10-14
 - d. Weeding Wednesday, Grounds Clean up – April 18th during recess & after school
 - e. Science Night – April 19th @6pm
 - f. Mom's Night Out & Wine Tasting - April 21st.

V. Principal's Report, Construction Plan

Monica Garcia

- A. Groundbreaking is March 30th! Anyone can join!
- B. Fence will be up during Spring Break and house in front demoed (teacher parking location)
- C. Recess plan to prepare students, counselor is working with students to grieve loss and plan for new recess area. Student's won't be using the dome, Forest/Tree area will be off limits because of visibility.
- D. Recess will remain at 2 grades per recess.
- E. Teaching Students how to use new playground area – each class will have new playground orientation. Will have dress rehearsals before spring break.
- F. Site Security
 - a. Construction fence will be around entire construction site.
 - b. Separate entrance with flaggers



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- c. All construction workers must pass background check to be on property
- d. Site project manager will discuss w/Monica and district employee if they need to cross over a fence
- e. New school will have a key card system!
- G. **New start/end times for 2018/2019** school year due to High School shifting their times and bus schedules. **New times: 9:05am – 3:35pm**

VI. Student Council Update

- A. Spirit Days – Upcoming: Twins/Triplets (3/21), Crazy Hair Day (4/18), Summer/Winter (5/9)
- B. Box Tops – Please bring them in and turn in to any teacher. Please trim them.

VII. New Business & Open Forum/ Questions/Comments?

- A. LW School's Foundation is 3/27. Christina Schiefer (Incoming Treasurer) is hosting a table at luncheon if anyone wants to attend, please contact her.

Meeting adjourned at 7:45pm. Minutes by Jennifer Greenberg, Secretary

Post Meeting Parent Ed

Topic: School Safety

Speakers - Monica Garcia, Principal, Ian Maver, Asst. Principal, Scott Emry, LWSD Safety & Risk Manager, Police Officer Hardesty, Shawn Nandi – PTSA Emergency Prep/Safety Chair

Included in Safety Discussion: ALICE Training

Encouraged all to be familiar with ALICE - visit AliceTraining.com