

November 2018 PTSA Meeting Minutes

November 13, 2018

1. Meeting called to order at 10:10am.
2. October minutes were approved as written (Samar Herrmann).
3. Treasurer's Financial Report (Paula Hobbs):
 - a. Paula thoroughly reviewed various line-items, especially the larger ones such as a significant donation amount that came from Starbucks and T-Mobile as employer matching contributions, some late auction contributions, and so on; Gift-a-Book revenue came from PTSA members; Spooky Spaghetti showed amount after pre-sales, plus \$450 that came in from 10/23 through the end of October; there were no fundraising expenses in October; Spooky Spaghetti Dinner expense of \$66.12 doesn't include reimbursement for Mark Mobilia yet; Teacher Allocations includes teacher reimbursement requests that have been recently coming in; Art Docent program expenses include restocking of supplies which was within the budget; ISF amount of \$523.64 includes the \$500 donation as well as \$23 extra which was invoiced separately for a calendar donation; \$3,128 Membership Fees are for WA State PTA and National PTA on a per-member basis, which the \$571 Issaquah Council PTA fee is a total fee as an elementary school; the \$500 Annual Filings in our renewal fee
 - b. Tax forms are complete (two days ahead of time!) and have been posted on the PTSA website (other than the non-public documents that include personal address information)
 - c. In May/June, we need to file with the Office of the Secretary of State; the 2018 report initially reflected Kamala Plaisted and Paula Hobbs but has since been updated to reflect Nina Scoffone in place of Kamala
4. Committee Reports:
 - a. Outreach:
 - i. Spooky Spaghetti (Amy Finholm and Lesli Sager): attendance was up by approximately 100 this year; website ticket sales totaled 759, square sales at door totaled 90, and cash sales at door totaled 87, meaning that 936 tickets were sold; this was \$1000 more in ticket sales; but not everyone who purchased tickets attended, as there were 822 attendees based on the quantity-clicker; will consider separating the budget expenses when looking to make next year's budget to break down more details; 650 pounds of food was donated to the food bank through the Spooky Spaghetti food drive; will consider one-way "foot-traffic" setup and/or industrial fan(s), or, per Mr. Terry's suggestion, we can consider using the larger, more open new wing in place of the two side hallways
 - ii. Caring Through Sharing (Lesli Sager on behalf of Deena Cook): Deena is on schedule and will be putting up the gingerbread village today and tomorrow
 - iii. Family Bingo Night (Amy Finholm): will be held on Tuesday, December 4; pizza start time of 5:30pm with call to play game at 5:45pm; Mr. Terry will lead again this year; he would like a better bingo ball cage so PTSA will follow up once we know what kind; Ms. Allott will be his "sidekick" again; signup genius will be sent out for relevant supplies

- iv. Middle School Volunteers (FYI): note that all middle school volunteers *must* be approved by their principal or counselor using the official form from Margie Calderwood in the office prior to volunteering in the elementary schools; this is mandatory and comparable to the mandatory adult volunteer background checks; principal or counselor must “vouch” for the student
- v. Yearbook (Stephanie Sladic): all individual photos, including retakes are in; the upload-links for each classroom are available, and teacher links will be set up this week; as different events happen, please send/upload photos so that the corresponding pages can be completed as soon as possible
- b. Communications:
 - i. Directory (Nina Scoffone on behalf of Dorothy Davis): Dorothy found a layout company who was more helpful and less expensive; for future, with the strict privacy rules, we will consider a new way to list the total number of students in each classroom, even if the student has opted out of having his or her information listed in the directory; or we will offer an option to list the names on the class list section without also listing the specific contact information in the directory
- c. Programs:
 - i. Reflections (Nina Scoffone read email update provided from Vivian Bae): we had 4 judges on our judge’s panel: 1. owner of Smart With Art, 2. a local artist with her studio in Bellevue, 3. a teacher at AL Art Studio in Factoria, and 4. a dance instructor at Inspire Dance (Vivian had requested for this judge because she received an email inquiry regarding a dance entry, but the student ended up not entering); winners were published in the Bobcat Blast; we plan to display art entries in the hallways at the end of January/beginning of February, leading up to the Reflections Recognition Night/Arts Fair.; considering how we might be able to attract more students/entries next year, we received a couple ideas from the owner of Smart with Art to consider for the future: 1. to host a Reflections night in late spring to spread the word about Reflections competition and help give students come up with ideas, and 2. Family Art Night; Mr. Terry also inquired about the January display date for all district submissions and winners
- d. Fundraising/Membership:
 - i. PTSA Membership (Karissa Mobilia): we’re hovering around 85% with approximately 515 members; full-time would be just above 600; staff percentage is around 50% (across the board) but full-time staff is closer to 100%; Mr. Terry would like to see an increase in the 50%
 - ii. Book Fair (Karissa Mobilia on behalf of Meredith Pokorny): the week was a success and the actual fair was set up well; Family Night on Thursday, November 8 seemed much calmer than in years past, possibly since the room was expanded; regarding actual numbers, about halfway through the fair we were trending a bit higher than in the past; final update TBD; Cougar Ridge staff will see the full benefit
- e. Staff Luncheons (Nina Scoffone read email update provided from Amy Raber and Shannon Gerity): for October we collected \$296 and spent \$256, so \$40 carried over to November; for November, we collected \$210 and \$90 through PayPal; we’re expecting to use all money that has been collected and carried over from October for this lunch since it’s a full-Thanksgiving lunch for 70 people; the lunch will be this Thursday during which we will use the warming trays from Spooky Spaghetti (in attic storage)

5. President's Report (Nina Scoffone):

- a. From here on out, the office has asked that all volunteers use the new-wing work-room for any work in an effort to maintain student confidentiality; PTSA mailboxes have been moved there as well
- b. Two all-school grants in process:
 - i. Kelso's Choice: awaiting additional details from counselor so will wait to officially discuss, but Mr. Terry informed us that it's an already-approved curriculum that the counselor presents to Kindergarteners and First Graders for problem solving strategies; there are 10 classrooms, and \$996 would pay for the program itself; a small portion/the basic version of the program is funded by the district
 - ii. Green Team (Mrs. Hinds):
 1. 60 students participate on Green Team; they help with garbage/compost during lunch and also meet once per month; their current composting system requires them to use large garbage bags, after which they empty them and then dispose of them in the landfill garbage bin; Green Team is asking for \$500 to purchase compostable bags to replace the regular garbage bags
 2. Karissa Mobilia moved to discuss the Green Team bag purchase; Amy Finholm seconded
 3. Suggestion was brought up to possibly incorporate composting with the potential school garden (if the garden ends up going through), but concern arose about school garden management during the summer months, particularly with no irrigation
 4. Discussion about the Green Team grant request closed; PTSA voted and approved with no abstentions

6. Principal's Report (Mr. Terry):

- a. School Staffing: still working on hiring staff; one para-professional was just hired last week to help fill two open positions; there are specific state requirement to even *apply* for the position as a new-applicant, which limits our options; another para-professional will quit in December, which will re-open the second spot; Ms. Zaslow might be moving back to First Grade; hired a new Speech Coach/Teacher (Rebecca)
- b. Intervention Program: will begin ASAP; funded by ISF with \$200,000 across the district; it's a reading and math "free tutoring" program for grades 3, 4 and 5 that will meet on Tuesday and Thursday mornings from 8-9am running from the first Thursday in January through Spring Break; there will be a total of six groups with five students in each group (one group per grade for each of the two subject areas), as well as an ELL group; the staff will provide the instruction to the students, while the district will provide the training to the staff; this program will aggressively help students in need and has shown success through actual results on students' performance on last year's state assessment tests; the program will include Special Ed in the small group goals (small quantity but important group of students)
- c. Parent/Teacher Conferences: please sign up!; staff is reaching out to ELL families to offer an interpreter and schedule multi-child-family conferences back-to-back, if relevant; please review report cards beforehand; everything is accessible online

- d. Cultural Connections: first meeting held on Tuesday, October 23 was a success even though the scheduling conflicted with PTSA's Executive meeting as well as with Vision and Hearing Screening; 15 attendees; due to recurring date conflict, Cultural Connections will be changed to Wednesdays in the lunchroom instead of Tuesdays in the library; all are welcome and encouraged to attend; next meeting will be on Wednesday, November 28 at 9:45am; the concept is trickling down to staff as well with meeting during certain evenings after school
 - e. PTSA Meetings: we will switch back to having all meetings in the library instead of the bank since construction is complete and since the timing doesn't conflict with library sessions
 - f. December Staff Luncheon: a coffee cart funded by the PTSA will be available for teachers during conferences in lieu of a full luncheon
 - g. Mr. Terry wants to stress his gratitude to the PTSA for supporting the luncheons and for partnering with him in this venture to express thanks to the staff
7. PTSA meeting was adjourned at 11:15am.