

Meridian Park Elementary PTSA  
Board of Directors Meeting  
APPROVED Minutes  
September 9, 2014

**Call to Order:**

The Meridian Park PTSA Board of Directors meeting was called to order at 7:07 PM by Kim Ositis.

**Welcome and Introductions:**

Introductions were made and participants were welcomed.

**Secretary's Report:**

The committee reviewed the June 3, 2014, Board of Directors meeting minutes. A motion was made and seconded to approve the minutes as written; the minutes were approved as written.

**President's Report:**

- Kim distributed Starbucks gift cards to thank 13-14 school year PTSA volunteers
- Jill passed out a roster. Kim highlighted Callie Steward as volunteer/Cheetah Champs coordinator
- Kim reminded everyone to turn in their PTSA membership forms ASAP
- Jill and Kim attended PTA and the Law conference. Another one is coming up 10/1 in the evening at Northshore School District Administration Bldg. Kim and Jill announced that every member of the executive board has to attend one training during the year.

**Treasurer's Report:**

- Year-end report was distributed by Adrienne and is attached to these minutes
- One bank statement from last year is missing, so the year end report is a draft. Adrienne wants feedback on the format of the report. The actual end balance at the end of the fiscal year was \$8,300. The budget was \$7,000. This may change depending on the missing statement. The final year-end report will be approved at the October BOD meeting.
- The revised Budget Proposal, which was originally provided at the June BOD meeting, was distributed by Adrienne and is attached to these minutes
- Changes were made to the sponsored events and activities, as agreed upon at the June 2014 meeting (Library, PE, and music budgets were reverted back to the previous amounts)
- Marty reported the Car Show netted about \$7,500

- Kim suggested treasurers and Marty get together to come up with a spreadsheet with just car show numbers. Adrienne indicated that she and Matt need to sit down and reconcile rather than meeting with Marty. This will be done before the general membership meeting on October.

### **Teacher Representative Report:**

Jenny expressed appreciation for the teacher luncheon the day before school started. The start of school has been busy. The book fair is scheduled for 10/8-10/10.

### **Principal's Report:**

David reported that student numbers are up. Boundary exceptions are no longer being accepted. The start of school has gone well. The staff participated in an off-site retreat for the first time. Staff is working together to help kids develop brains: habits of mind/brain growth mindset. Classes are doing brain breaks for 3 minutes, three days per week. Curriculum night is on Thursday, 9/11. Cascade K-8 is also having event. David cautioned that the parking lot will be busy.

### **2014-2015 Strategic Goals:**

The Strategic goals were drafted at the PTSA retreat in August:

- Goal #1: Establish a robust volunteer database with at least 50 names. Kim shared a vision of developing a quick and easy way for parents to go online to enter their information/interests. When there is a need for a particular event, names will be found through an activity/interest-based search.
- Goal #2: Increase membership by 20%, which equals 27 additional members at MP
- Goal #3: Increase PTSA sponsorship awareness of events and programs
- Goal #4: Increase outreach to cultural communities
- Goal #4: Create PTSA job descriptions

Ideally, these goals would be accomplished by the end of the 14-15 school year. The group discussed the goals. The goals will be voted upon at General Membership meeting in October.

### **2014-2015 Standing Rules:**

Standing rules were presented by Kim and reviewed by the group. Kim indicated that according to the WA State PTA bylaws, both co-treasurers can't have signing capability. The standing rules may need to include a statement about this. Kim will research the bylaws. The standing rules will be voted upon at the General Membership meeting in October.

### **Bank Check Signers:**

New check signers need to be approved for the 14-15 school year. The following changes will be made:

Remaining on the account will be Kim Ositis; coming off the account will be Krista Keller, Janina Pacunski, and Adrienne Thompson. Coming on the account will be Jill Steinberg, Matt Clark, and Jennifer Kleyn.

#### **Audit Committee:**

Standing rules indicate that three people need to be on the audit committee. There cannot be people who were authorized to sign checks during the 13-14 school year on the committee.

The members will be Susan Duthweiler, Jill Steinberg, and Matt Clark. Adrienne Thompson will be an honorary member.

#### **Vice President Updates and Committee Reports:**

##### Clubs and Classes:

Polly-Glot Tots Language Classes: A contract was signed on 8/28/14. Two instructors will teach Spanish and French. Dana will distribute a flyer to classes. Polly-Glots has their own registration form online. The families will also complete the MP PTSA registration form. Jill Steinberg will send the flyer (text only) to Jill Gwazdauskas in the office. Classes will start on 9/15/14.

A motion was made to approve the Polly-Glot Tots Language Classes and was seconded. The motion was approved.

Writer Doodle-Creative Writing Class: Contract was created and presented by Dana. The instructor is Christine Pinto. The class starts 10/1/14. Students will use MP laptops in the class, as approved by David Tadlock, and print at home.

A motion was made to approve the proposed Writer Doodle contract and was seconded. The motion approved.

Chess Club: Peter has expressed interest in a 3rd grade-only chess class, which would be open to returning students first. He would open it up to 4th grade if a fourth grade parent with chess experience is interested. Peter will need to fill out the PTSA approval packet.

Math and Yearbook Clubs: Instructors need to fill out the PTSA approval packet.

Chinese Classes will be offered at the church across the street. This is not PTSA sponsored. Denise Dana asked that the flyer be passed out by the PTSA. David offered to help distribute the flyers as well.

#### Events:

Car Show: Marty reported that the car show went extremely well. There were many more cars than other shows he's been to recently. The rain probably kept more people out. The public turnout was great as well. Marty believes that the food and entertainment are helpful in bringing people in. Marty wants to do next year's show the same weekend in July. Marty was thankful for all the volunteer help he got this year.

2015 Talent Show: The talent show will be at Shorewood this year on 1/9/15

2014 Fall Festival: The fall festival will be on 11/6/14

2014 Fall Fundraiser: The fundraiser starts on 10/7. Krista is coordinating the fundraiser. There will be a promotion for the fundraiser at lunchtime. A display will also be visible to parents during conference week.

#### Committee Updates:

Membership: Susan will meet with Hillery to develop a game plan. Jill reminded her that the membership sheet should be distributed in kid mail.

Communication: Cheetah Chatter publication dates will change. Contributions will be due the last Wednesday of each month. Publication will be the first Wednesday of the month. Jill G. will receive a pdf and print a couple hard copies. David will work with Jill G. to make a list of families who need a hard copy.

Volunteers: Callie shared a paper parent survey and asked for input. She also shared an idea sheet for programs with parent ideas from the BBQ. She got 15 responses. She will try to recruit volunteers during the PTSA time in the library on curriculum night.

Legislative: Adrienne made mention of the Supreme Court's hearing of arguments about the McCleary decision regarding the state's responsibility to fund schools.

#### **New Business:**

Curriculum Night: Displays will need to be up at 6:00 when the doors open. People can sign up at the display to volunteer for specific events. Stations will need to be manned for 15 minutes.

Soda Machine: We need the machine out of the PTSA storage area. The company hasn't come to take it.

Failing schools: Klm, Jill, and David will get together to talk about the failing schools presentation that will be part of the General Membership meeting in October.

**Adjournment:**

Meeting was adjourned at 8:48 PM

Jennifer Kleyn, Secretary  
Meridian Park PTSA