



PTSA General Meeting

September 19, 2011

Minutes

Call to order at 7:01pm by Kim Plowman

Secretary's Report – Molly Hegenderfer

Meeting minutes from the June 6, 2011 General Meeting were approved as printed. Rachel Handsmen moved to approve Minutes as printed. Motion seconded by Christy Grabowski. Motion passed.

Treasurer's Report – Sarah Herr & Taneka Ogden

- See attached budget. Of note budget at the end of August items were cleared.
- Newcastle was awarded the Allstate online grant through community voting. Those funds were paid out to ISF for the science initiative.
- Monies were paid for the book room to the school.
- Financial Review, No changes to the check list creating an audit check list to help for the next position. Check list is for a transition from one year from the next.

Principal's Report – Marla Newton

Curriculum night happened 9/15, hope that everyone had a chance to get there. The office is going to do their best to use love and logic practices with those parents that are interrupting class time to deliver forgotten items. Please spread the word so that children can experience those natural consequences.

Book room is waiting on the portable. Latest update is there is a brand new portable and it requires new bid submission to the city for approval, paperwork is in and the District is hoping that the portable should be here and on site and able to occupy by mid of October!

Teacher's Report – Kristen Thomas & Kelly Goddard

Kelly Goddard and Kristen Thomas both have committed to being a teacher rep for the year. 4/5 grades are excited to work on the Geography night, looking forward to proposed kidney tables. A funding request has been submitted.

Site Council – None at this time

Report coming in October after first meeting on October 3st

Teacher Spotlight - Office Administration represented by Laurie Holmes

Many thanks to PTSA for funds and support to the school. Thank you for shifting our procedure one the first day packets. Staff was thrilled that they were able to receive all the documents that are required for the District.

Office is requesting that all parents remember to always sign in. Office staff sees many parents just walk past the office, without signing in and headed to classrooms to drop off items. For the safety for our kids, please sign in and drop things off to the office staff, they will contact teachers at an appropriate time so as to minimize the classroom interruptions. Children will experience the natural consequences that occur with forgotten items.

Please copy the office when there are changes or early release or sick kids. This is important because often times a teacher is out of the classroom for the day and the substitute would not get the emails sent directly the teacher. Please ask that parents would copy the office personnel to sick days and any changes in pick up routine.

Presentation of Written Reports from Committees

No written reports at this meeting.

Oral Reports from Active Committees

- **ISF – All In for Kids Campaign**

Beth Donahoe is a Representative from ISF -- All in for Kids Campaign. Kristen O'Malley (also present) and other Board Members from ISF are taking turns and talking to their schools. Jodie Malm is our Board member contact for Newcastle; she was not able to be present. Beth shared what ISF is, and a huge thank you so much for the support for science curriculum. The foundation is fearful is that they won't be able to make the over \$1 million in this next year. New campaign -- All in for Kids, changed the name because they are trying to get away from kids calling. The more money raised then the fewer families that will be called during campaign. ISF is hoping to increase how people can donate. Wanting to spread out the burden as currently only about 25% of the families in the district are donating. If more families donated just a few dollars then we would achieve the \$250,000 goal very easily. Calling will happen November 16, 17, and possibly 19th. If families register or donate before the 4th of Nov they will be thanked and their names will be posted in the Issaquah Press. On October 14 and 28th families can donate online. Anyone is welcome to volunteer during the calling nights; it is a fun way to help with this initiative. High School and Middle School students would receive community service hours.

- **Community Liaison - John Jensen**

Goal is to share good to know community information with PTA.

405 will be closed through down town Bellevue from Friday night thru Sunday night, look for future closures as well.

Newcastle has a leash law they will begin enforcing. County animal control has cut back a bit so there have been some dog attacks in the county and the city wants to mitigate any liability. There is a monetary fine for violators.

Beit Tikva Public hearing Tuesday morning (9/20), expanding their building and office space with an additional 15K sq/ft, they will also expand parking lot.

Public Hearing Tuesday night 9/20. The Planning commission is bringing their recommendations for the downtown corridor. 7:00pm at City Hall.

City Elections Four positions up for reelection with one open seat, Gordon Bisset and Frank Irigon are running for the only open position. All other positions are running unopposed. Open house Sept 25th for Lisa Jenson. You can check out more information about this election on the city's web site.

Library building is on target, anticipated opening in Spring 2012.

- **Legislative Representative Report – Edana Peacock**

PTA is looking for someone. PTSA is not taking any political position. If you have an opinion then please go on line to our new website and there is a survey that you can link to and let your voice be heard so that you can contribute to the platform for next year. Survey available till 9/25.

- **Parent Ed Report** -- Elizabeth Ury/Kris Blik

October love and Logic is getting planned for October 18th, discussion about when to schedule the training. Straw polls taken to see if we would have a better turn out for PTSA. It is at the committees' discretion if they would like a different night. 'The internet, our kids and safety' is another topic that they are considering.

Jan Faull is a potential presenter for the Month of October.

- **Art Docent** -- Rachel Handsmen

Had a slow start as we are waiting from the curriculum night signups. Rachel gets K, 2,3; Heidi is taking 1, 4, 5. Juggling schedules to match up with the curriculum

- **School Supplies** -- Meri Hartman

School supplies have been delivered.

- **Membership** -- Taneka Ogden

Still taking registrations. Every member much sign-up on line to get registered. Send in checks and please be ambassadors for the online sign up. Until we have everyone signed up then we have no way of connecting with our parent community. We are also trying to get to a place of paperless communication too. Cub news is generated from the web site. Question was asked, 'Can you can be a single membership vs. a family membership?', Yes of course, but we are hoping to have 100% membership

- **Reflections** -- Due November 4th.

- **Innisbrook** -- Meri Hartman

Already raised over \$2500 from just 30 kids, we can tell this from the online order entries. Sale runs through October 5th. Funds raised will go toward programs like science enrichment and EAs. Top 30 sellers win a 'Games to You Party' to the school and will play for one hour. This is a trailer that is loaded with flat screen TVs and Xbox, Wii and Playstation.. Send the coupons with the kids to lunch to be turned in at lunch. Meri and her team are still looking for volunteers to help with product distribution and lunch prize distribution.

- **Fall Costume Carnival** -- Rachel Handsmen

Still need 3 stations to be staffed. High School and Middle School students can receive community credit. The activities can be created your discretion; this is a creative a fun activity.

- **Book Fair** -- Cindy Buono

Trying something new this year. Book fair will be held during week of conferences. Schedule will look like this, Monday preview, Tuesday sales, Wed/Thursday will be sales with Parents. Will run Friday, perhaps and might run after school. Laura Berry has had this experience before and had great success. PTSA and Committee will communicate to the parent community to get the interest up. Cindy will try to get an inventory list for teachers, so that they will be able to put together a list of suggested reading, to be shared at/before conferences.

- **Directory Sales** -- Edana Peacock

Currently at \$2700 for advertising, our goal is \$4000. Looking for other/all community businesses. Business membership is \$50. Questions asked, 'Why didn't some of the other businesses renew?' Example answer, Everything Party didn't receive ANY interest in a 10% discount if ad was mentioned. Note that Everything Party will give PTSA a kick back, free money every time we shop there and mention Newcastle PTSA. Student artwork will be on the cover again this year.

- **KinderConnect** -- Alison Flash

Kinder Connect, Tea and tissues, and Playground party was very well attended. Continuing with the momentum they have scheduled "kiddy night" at Tapatio on the 10/23.

- **Food Drive** – Alison Flash

Dates of the drive are Nov 1-18. Once again it will be a Husky Cougar competition. Each Friday 5th grade volunteers will count and announce the weekly winner. Is there a place to store food at the school?, No. Kara Beal will pick up and deliver the food goods to the food bank each Friday.

- **Student Banking** –

Homestreet Bank is hosting an open house on Oct 1st. This is a chance for new kiddos to start up/open an account and they can begin to make deposits. The bank representative will be on campus the First Thursday of each month.

Presentation of Committee Plan of Action's (POA's)

Motion: "I move to approve the plan of action reports submitted as presented tonight," by, Lani Pedersen. Motion seconded by Jayme Benson. Motion passed.

Special Funding Requests

U-shaped tables (Kidney) for Literacy Support. \$3624.39 Requested for 1st -5th grade and LRC I. Teacher, Kelly Goddard, "With the literacy push from the District and teachers focused on guided reading groups, it is physically difficult for teachers to get to multiple students at the same time. These teaching aids helps teachers get to students quickly. Each table fits about 4-5 students." Money is in the budget to fill this request.

Motion: "I move to approve this special funding request for kidney tables in the amount of \$3624.29," by Rachel Handsmen. Motion seconded by Sarah Herr. Motion passed.

Funding request from Second Grade, Forces and Motion Science toy Workshop. This onsite field trip is a supplement to our motion and force study. Kristin Thomas, "Field trips are becoming so difficult, if we can bring the field trips to school this is a huge opportunity. \$250 covers his charge and the travel; parents are still responsible for the \$8 for the supplies necessary for each kids project."

Motion: "I move to approve this Forces & Motion Science Toy Workshop in the amount if \$250.00," by Christy Grabowski. Motion seconded by Alison Flash. Motion Passed.

Funding request by Kathy Keegan, requesting 4 cassette listening machines and books on tape in the amount of \$139.23. This tool will help a child focus on reading fluency. As a new second grade teacher she doesn't have the resources that other teachers currently have. Discussion lead to tabling this request until further information was collected. Kristen Thomas will get additional information from other teachers to see if this is something that other classes or the book room would be able to benefit from.

Funding request form Laura Berry, Librarian, in the amount of \$156.18. She will be attending a WLMA on October 14 in Spokane, WA. The requested funds are to pay for the substitute for the day while she is at the conference.

Motion: "I move to approve this request of \$156.18 to cover the cost of a full day substitute for our library on October 14," by Meri Hartman. Motion seconded Taneka Ogden. Motion Passed.

Budget Adjustment Overview -- Sarah Herr

**Newcastle Elementary PTSA
Proposed Budget Adjustments
7/1/2011 – 6/30/2012
September 2011**

Income Adjustments:

- (1) Barnes & Noble/California Pizza Kitchen Fundraiser: Increase budget by \$1,500 to account for income from sales during the 3 day event.
- (2) Chess 4 Life: Decrease budget by \$10,000. No longer a PTSA sponsored program.
- (3) Mary Art: Decrease budget by \$16,000. No longer a PTSA sponsored program.
- (4) Yearbook: Increase budget by \$500. Adjust income to reflect increase in expense and increase in sales.
- (5) Popcorn: Increase budget by \$100. Anticipate sales will be similar to 2010-2011 school year.
- (6) Allstate Donation: Increase budget to reflect \$10,000 Allstate donation.
- (7) Interest Earned Income: Increase budget \$840 to account for monthly interest earned on HomeStreet Savings account.

Expense Adjustments:

- (8) Class of 2019: Reduce budget by \$52.95. Adjust to reflect correct carryover from 2010-2011. Carryover from prior year was \$1,182.69 not \$1,235.64. A \$52.95 reimbursement came in after original 2011-2012 budget was approved.
- (9) Wrapping Paper Sale: Increase budget by \$500 to cover prizes for wrapping paper sales.
- (10) Auction 2012/2013: Increase budget by \$5,000 to cover deposit to reserve location.
- (11) Barnes & Noble/California Pizza Kitchen: Increase budget by \$75 to cover copying costs.
- (12) Chess 4 Life: Decrease budget by \$10,000. No longer a PTSA sponsored program.
- (13) Mary Art: Decrease budget by \$16,000. No longer a PTSA sponsored program.
- (14) Yearbooks: Increase budget by \$100 to cover supplies.
- (15) Spirit Wear: Increase budget by \$100 for copies.
- (16) Popcorn: Increase budget by \$100 to reflect increase in supply costs.
- (17) Pay Pal: Increase budget by \$500 to reflect anticipated expense for Pay Pal processing.
- (18) ISF Science Campaign: Increase budget by \$10,000 to reflect Allstate grant donated to ISF's Science Campaign.
- (19) Administrative Supplies: Increase budget by \$200 to cover accounting software.
- (20) Leadership Education: Increase budget by \$200 to cover costs associated with mandatory training for all EC members.
- (21) Membership Appreciation: Reduce budget by \$1000. No expense incurred for note pads.
- (22) Family Game Night: Increase budget by \$100 to pay for a group activity like a giant game of Candyland.
- (23) Spring Event: Increase budget by \$500 to cover \$90 entry fee for Geography Bee and \$410 for geography support materials for classrooms.

- (24) Walkabout: Reduce budget by \$30. Now a school-sponsored program.
- (25) Teacher Allotments: Increase budget by \$400 to cover allotment for additional staff.

Motion: "I move to approve revised budget as presented tonight," by Rachel Handsmen. Motion seconded by Alison Flash. Motion passed.

Vote in new EC Members Georgia Forchuk & Rachel Handsmen as Co-VPs Programs

Motion: "I move to vote in Georgia Forchuk & Rachel Handsmen as Co-VPs Programs" by Stina Fluegge. Motion seconded by Alison Flash. Motion passed.

Review and approve PTSA 2011 - 2012 Standing Rules

Discussion followed for clarification of updates to the standing rules. All elected Officers must attend a training session, in order to be in good standing.

Motion: "I move to approve the standing rules as changed and presented tonight," by Georgia Forchuk. Motion seconded by Taneka Ogden. Motion passed.

Review & Approve PTSA 2011-2012 Goals.

Open for discussion and questions, and request for motion. No discussion.

Motion: "I move to approved the 2011-2012 PTSA Goals as presented tonight," by Kiersten Byus. Motion seconded Viviane Rossi. Motion passed.

Announcements – Kim Plowman

Currently we have several open chair positions with the PTSA.

Legislative Liaison, Volunteers of Issaquah Schools Liaison, SUB, Corporate Matching, Gift-A-Book, Yearbook Sales

Upcoming events

- September 23rd – Picture Day/Deadline for PTSA Directory Ads
- September 30th – Mochas w/Marla
- October 4th – Innisbrook Sale Ends
- October 17th – parent Ed Love & Logic Seminar 6pm/ next PTSA Meeting 7pm

Door Prize Drawing – Christy Grabowski wins! \$20 gift card to Sweet Decadence

Meeting was adjourned at 8:29pm

Respectfully Submitted by,

Molly Hegenderfer, Newcastle Elementary PTSA Secretary