



PTSA GENERAL MEETING MINUTES

April 22, 2013

- Call to Order – Kim Plowman
- Secretary’s Report – Natalie Roberts
 - ***“I move to approve March meeting minutes as presented, “ by Lani Pederson, seconded by Natalie Roberts. Motion passes.***
- Treasurer’s Report – Taneka Ogden and Cindy Buono (not present)
 - Check requests need to be turned in as soon as possible.
 - Please deposit your checks as soon as possible.
 - Make sure to include your child’s name and teacher for Kidmail check returns.
- Principal’s Report – Marla Newton
 - Marla expressed appreciation for the PTSA’s support regarding Katie Tinnea’s memorial service.
 - Marla explained the process for next year’s classroom requests: Parents cannot request a specific teacher, but can provide information your teacher might not know, including insight into friendships and neighborhood information.
 - Newcastle Elementary enrollment continues to climb, and Marla is hopeful that we can continue with our part-time program assistant (Carol Best) next school year.
 - Marla is working with the district to get another 2nd grade teacher in place before the start of the school year.
 - Because of our growing enrollment, there is no extra space. We may have a portable for the 14-15 school year.
- Teacher’s Report – Laura Berry & Kelly Goddard
 - The teachers say thank you for the PTSA’s support throughout Katie’s illness and the service on Sunday.
 - Kristin Cakarnis is submitting a funding request for an anti-bullying assembly at end of the year.
 - Upcoming university book fair the week of May 13 through the 17th.
 - Kelly announced that Newcastle’s Amazing Race will be on Friday, May 31. This year’s theme is sports and recreation. Donations will go to either the Boys & Girls Club or another school district who needs sports equipment.
 - Kelly thanked the PTSA for providing the funds for 7 teachers to attend Stephanie Harvey literacy workshop.
- Site Council Report – Edana Peacock
 - This year’s PTSA auction is a record-breaker, earning well over \$175K in profit. The PTSA is starting to reach out to the staff as to where the funding will be applied, Marla is handling this.
 - There will be no more fall fundraiser. Instead, the PTSA will do a spring fundraiser next year for a walk-a-thon.
 - More new homes are being built in the city. This will change the way the city runs, including the Newcastle Parks Committee becoming the Community Activities Committee.
 - Ron Thiele will be the new superintendent of Issaquah Schools Michelle Trifunovic will be overseeing Middle Schools and School District Safety.
 - There are open Site Council positions for next year, including Community Rep, Upper School, and Lower School. This group meets monthly.

- Nathan Jackson made it through the next round of the Geography Bee and competed at PLU. Congratulations to Nathan!
- Teacher/Staff in the Spotlight – Second Grade, Kellie Crawford, Kristi Eisele, Sandy Genereaux, Ann Riemer, and Kristin Thomas (not present)
 - Reading Update from Ann Riemer: Reading added the Making Meaning program. The reading kits have all the resources the teachers need, plus they can integrate things that they've done before that they've loved. Currently working on expository non-fiction and the students love it. Now that the program is throughout the whole school, kids come into 2nd grade with common terms and understanding.
 - Science Update from Kristi Eisele: Science-To-Go Kate Poaster brought in the plant life cycle lab that tied into the organisms unit. The students built a hand pollinator. Studying the Wetlands is the next unit. Kate was a great teacher of this. Her models demonstrating before/after really made the kids think about why certain things were happening. Brought pelts from animals in the community (black bear, etc.) which was very exciting for the students. 2nd graders are going to the Mercer Slough for an upcoming field trip. Students worked on Force & Motion with Rick Hartman, a great workshop with the toy-making. The workshop is very structured, but the kids were so engaged and really enjoyed the experience.
 - Writing Update from Kellie Crawford: This is a fun time of year. Students are writing well and getting excited about writing. 2nd grade introduces a lot of concepts, such as punctuation, editing, revising, adding details, variety of sentences length/structure, "putting said to bed," dictionary and thesaurus skills, etc.. We are introducing all of these concepts they use for the rest of their lives. 2nd graders will be starting a paragraph unit, and teachers are doing a gradual release to teach this. It was a favorite last year. Students are doing various writing projects applying their skills. Teachers are looking forward to when all students entering 2nd grade have a common language. Teachers said thank you for Stephanie Harvey literacy workshop.
 - Math Update from Sandy Genereaux: 2nd graders are learning about estimation, how to count back change, telling time, math fact fluency, and common core standards that students have fluency up to the 20s. Teachers use manipulatives, such as 100s charts, Everyday Math cards, games at home that reinforce addition and subtraction, tossing dice (shows the numbers represented in dots), etc. Students love playing Race the Teacher Fact Fluency on Everyday Math Online. Every day the students are playing math games to help them with fact fluency. Teachers can purchase math books that reinforce concepts such as probability and time.
 - Kristin Thomas (as given by Kim Plowman) wishes to continue Kate Poaster Science-To-Go units, and would like to renew her request for a huge map of the US/World to be painted on the courtyard/playground area.
- Presentation of Written Reports – None
- School Safety Presentation – Carol Best, NC Program Assistant
 - Our Program Assistant is at Newcastle for ½ the week and the other half at Discovery Elementary. She offers administration support and helps to solve problems. Sometimes she works with students or looks at systems that are in place in the building. Carol is finishing up her education will have principal credentials at the end of the year.
 - Carol is currently looking at safety and emergency preparation for the school and notes that we already have a lot in place, including drills. She worked with a committee and fine-tuned them.
 - There was no Level 2 plan in place. It is an expectation that the school have a plan in the case of a catastrophic event like an earthquake, as the school would need to be able to house students and give first-aid for up to 3 days. This is the main item for Carol this year.
 - The plan is now completed and the staff is being briefed on it. Key items include:
 - How to release students in a manageable way if the computers are down, and if we are not able to be in the building. There must be a system in place. We need to leave the bus loop area open for emergency vehicles to get in. That is where first aid will be set-up. Students will be kept in the field area. Parents would need to come to upper parking lot with a "gate" where parents would request their child.
 - Carol handed out an example Student Emergency Dismissal Form. One form gets all of your kids dismissed after an emergency (you can also pick up other students that you are the emergency contact for). Runners will leave the upper parking lot to fetch your student from the field area, with checkpoints and signatures at each step.
 - Must go through the process so that all students are accounted for, there will be no exceptions.

- Staff will have emergency forms and student information outside (including those people who are authorized to take a student).
 - Marla will be incident commander to make decisions if paperwork fails, Carol is 2nd and then Laura Berry is 3rd in the chain-of-command.
 - The school district provides basic instruction and the school is responsible to create a specific plan. Carol & Marla reached out to other schools to find out about their Level 2 plan and used these as a solid foundation, including a list of supplies to support the plan.
 - The district and the state are not funding this required Level 2 response plan.
 - Newcastle PTSA is raising questions with the greater PTSA because there are schools and districts who cannot afford to implement these types of plans.
 - Carol passed around the budget. Most of the items on the supply list will last for 3 years, some though will last 20 years. Kim would like to see the costs for replenishment, an estimate for ongoing costs.
 - Grand Ridge PTSA in conjunction with staff and volunteers that solicited supply donations from major companies (like Swedish, Home Depot). We should consider this when accumulating supplies, and creating a task force.
 - Newcastle PTSA has already funded materials for lock-downs, however the school needs to have supplies if we can't be in the building. We don't want to ask teachers to take their supplies outside.
 - To store supplies, the storage container would be a purchase (same size as the one the PTSA rents).
 - There are supplies requested in the budget to help if the students/staff must remain outside for any length of time. There are not enough canopies in the current budget to keep every student undercover.
 - PTSA should put together a task force sooner rather than later and move ahead to get this happening for the fall. Carol Best would be an integral part of this process.
 - The bus loop will be off limits when parents come to retrieve their students. They will need to walk around to the upper parking lot.
 - Marla reinforced that having a central, universal place for all parents to go through to retrieve students is essential to maintain safety for everyone.
- Oral Reports from Active Committees:
 - Legislative – Edana Peacock
 - Looking for someone to take on next year.
 - ISF – Rebekah Kim
 - WE have 18 participants for the ISF luncheon, including several Kindergarten families (plus one incoming Kinder family). Auction is also online and during the luncheon.
 - Parent Ed – Elizabeth Ury & Kris Blik
 - Wed and Thurs this week, Laura Berry will be leading a session on literacy, focusing on Kindergarten to 2nd Grade parents. The staff felt it was validating to hear the strategies that teachers use and how to support at home. We will put notes on the website as a follow-up to the seminar.
 - Spring Family Event – Leanne Cole & Michelle Riley
 - Michelle is leading, but if anyone wants to co-chair that spot is available. The theme will be Westward Ho, for a fun western/country theme. The committee has 3 weeks to plan and organize. It is going to be a lot of fun with line-dancing, square dancing, various games, no pizza with a barbecue.
 - University Book Fair – Laura Berry
 - The University Book Store book fair has a variety of books for kids and adults and will be held in the library. They will use the perimeter and library tables. Open from 1130 to 245 every day that week and open all of

lunch and afternoon recesses for kids to purchase. On Friday they will be open from 11:30AM to 4PM, then 5:30PM to 8PM, coinciding with the spring family event.

- UBS supplies staffers and cash registers. The fair is more profitable if they come to your school.

Business

- Funding Requests
 - “Allies From Outer Space,” a play about bullying to help students learn more about bullying behavior and identifying/respecting cultural differences, etc. Taproot Theater Company will present this performance. **“I move to approve \$577 for the anti-bullying play *Allies From Outer Space* to perform for all students,” by Laura Berry, seconded by Kara Beal. Motion passes.**
- Election of our 2013-2014 Executive Committee. Positions were closed and voted below:
 - No one interested in PTSA President.
 - VP of Volunteers: Meri Hartman, elected.
 - Co-VPs of Outreach: Stina Fluegge & Danielle Dixon, elected.
 - Co-VP of Ways & Means: Lissa Wax & Michele Riley, elected.
 - Co-VP of Programs: Janda Keenan & Leanne Cole, elected.
 - Secretary: Natalie Roberts, elected.
 - Co-Treasurers: Cindy Buono & Rae Miller, elected.
 - Members At Large: Kim Plowman & Edana Peacock, elected.
- There are open Chair Positions for the 2013-2014 School Year, please see the organizational chart from Lani Pederson for those positions.
- **Lunch Room Trays Update** - Susan Reinhold reported on our lunch room trays that contain BPA. The district will be replacing ALL BPA trays district-wide and this will roll out in 3 weeks. Other districts have not seen this level of commitment to keeping the lunchrooms safe and BPA free!

Announcements – Kim Plowman

- April 26th, Mochas with Marla
- April 30th-May 15th, MSP Testing (grades 3, 4 and 5)
- May 6th – May 10th, Staff Appreciation Week
- May 13th – May 17th, UW Book Fair
- May 17th, Spring Family Event
- May 21st, 5th Grade Concert at 7pm
- May 30th, Kindergarten Concert at 7pm
- June 18th, **Last day of School!**

Respectfully submitted by Natalie Roberts, Secretary.