


# Newcastle Elementary PTSA

Parent Teacher Student Association



## PTSA General Membership Meeting

Monday, September 15, 2014

### Call to Order/Pledge of Allegiance – JuliAnne Diesch

### Secretary's Report – Eileen Rubenstein

"I move to approve the June minutes as presented," by Angela Orsino, seconded by Allison Sweeney.  
Motion passes

### Treasurer's Report - Angela Ursino

Angela Ursino reported that she has reviewed and signed the bank statements (as a non check signer on the Executive Committee).

### Principal's Report – Rich Mellish

- Rich has been busy speaking to parents at curriculum nights and the Coffee with Rich last week.
- School opening has been successful.
- Drop off/pick up is going well.
- It has been good to get to know staff and community
- Rich is collaborating with staff on revising our school's mission statement
- Rich shared information on ISF, and encouraged support for the foundation as they support matching dollars for programs such as the math enrichment Mr. Neugebauer is working on.
- Mr. Neugebauer hopes to get math enrichment up and running by mid October.

### Teachers' Report – Laura Berry & Kristin Cakarnis

- Laura Berry and Kristin Cakarnis introduced themselves.
- Laura thanked the PTSA for their support of staff with the opening of school gifts and lunch.
- Kristin thanked the PTSA for providing the new staff with the money needed to help stock their new classrooms. And, thank you for to all of the parents who provided support at lunches and pick up/drop off.

### School Counselor Report - Laura Meserole

- Laura Meserole introduced herself.
- Laura sees herself as the bridge between staff and kids and as general support to kids.
- In Kindergarten through 2<sup>nd</sup> grade this year, she is working with Kelso's choices, which is a problem solving system to help teach kids to solve their own problems.
- In the third through fifth grades, she is focused on an anti bullying program, discussing the difference between poor behavior choices and bullying.
- Laura encourages anyone with a question or concern to reach out to her as that's her job. Email is the best way to connect with her. She is very thankful for being a part of our community.

### Oral Reports from Active Committees:

- Community Information (Legislative, ISF) – JuliAnne Diesch reports that the Issaquah Schools Foundation helps to level the playing field for all students in the ISD, so it is important for everyone to give their support. The Legislative Assembly is Oct 24 and

25 and Denelle Wolf is our representative. Email Denelle directly if you have any issues to bring up to our legislatures.

- Parent Ed – Danielle Dixon and Stina Fluegge are currently exploring topics right now, such as an overview of the new Common Core standards. They are actively looking for other ideas. Please contact them directly if you have questions or suggestions.
- Membership – Angela Ursino reported that PTSA membership is important to build more voices for our children. Please relay this to friends and neighbors so that they remember to register with us. Our children need as many families to become members so that they have more voices to speak for them.
- Art Docent –Stefanie Williamson will be putting out a Call for Volunteers for classrooms as Art Docent Representative or as general helpers. Sign ups will be out at curriculum night. The Art Docent program runs October through May. Because the kindergarten classes already had their curriculum night, we will need to connect with them separately.
- Reflections – Chairs Yvette Blauvelt and Janet Cloud were absent
- Fall Costume Carnival - JuliAnne Diesch and Michelle Riley reminded everyone that the carnival is a super fun evening with dinner for sale. Kids can come in costumes and there will be games, music, and other activities. It has traditionally been a great community event.
- Kinder Connect – Sami Chong/Huyen Sewell reported that they have hosted two events so far: popsicle at the playground with over 50 families and Tears and Tissues on first day. There will be a couple of more events planned throughout the year.
- Coffee Talk with Rich Mellish – Mary McGuire Brown reported that the first Coffee Talk with Rich was last Friday and 29 adults attended. A wide variety of topics was discussed after an introduction from Rich. The next talk is Friday October 10, 2014.
- Auction 2015 – Luisa Gass and Elysa Piha reported. They unveiled the icon designed for our upcoming auction and thanked Stefanie Williamson for her help in designing it. They announced that April Brown will be the auctioneer again. The auction is scheduled for Saturday March 16, 2015. The auction team is currently focused on procuring donations right now. The chairs reviewed their POA. Classroom Art Project volunteers are being solicited from each class right now as there are many classes without one. They note that this volunteer spot is separate from art docent volunteers.

#### **Presentation of Committee Plans of Action (POA)/Motion to accept submitted POA**

- “I motion to approve the presented Committee Plans of Action,” by Stefanie Williamson and seconded by Mary Brown.
- Staff Appreciation and Emergency Preparation presented verbally, as they were submitted late. “I motion to accept the plans of action presented orally,” by Angela Oster, seconded by Danielle Dixon.

#### **Business**

- A Summer Financial Review was conducted by our Annual Audit Committee which is comprised of JuliAnne Diesch , Michelle Riley, Georgia Forchuk, Leanne Cole, and Angela Ursino. Angela Ursino is preparing to do it twice a year instead of once.

- Check Signers – There are four Executive Committee members designated to be check signers for the PTSA this year: JuliAnne Diesch, Stina Fluegge, Michelle Riley, Allison Sweeney
- Revisions to Standing Rules: another hand out. One change to make, Article ii: Meetings. Write in the change to standing rules.
  - Section IV Article ii: made a change to capitalization to be consistent with the rest of the document.
  - I motion to accept standing rules as presented, by Stina Fluegge. Seconded by Angela Ursino
- Revisions to PTSA Goals: We made a change to the theme for this year. Write it in here.
  - JD reviews the whole document
  - JD asks for someone to move to approve the 2014-15 PTSA Goals
    - Angela Ursino, so moved,
    - Luisa Gass, seconded
- Revisions to Budget
  - Donations to ptsa a big part of our budget
  - Question about our EIN: it is not distributed but we do give it out when requested so that people can fill out matching forms.
  - Added in a line “cash account balance”: what is on hand on a monthly basis (page 1)
  - Page 2 (workroom support was removed because it was counted on another line item)
  - Page 3 (Auction expenses were adjusted from \$70k
  - Page 4 (Teacher allotment line increased by actual numbers given to us by Donna Wood, because of staff additions) Same issue for video taping, adjusted from original budget
  - Still driving to review and adjust budget, but as it stands now, it is a fairly accurate picture of our current state
  - Question by Danielle about the positive amounts budgeted for humanitarian items, why is it there, if these are what we donate to organizations. It is a holding place for cash donated, says Edana
  - Allison Sweeney: emergency prep, amount budgeted is too low given the state of our food supplies. How do we change that. Edana thinks it is easier to amend the budget now so that you have extra to use. Allison would like to amend the budget up to \$1,700. Angela Ursino is amended the budget to be \$1700 to accept the budget with the amendment. JD says “she would like to accept the budget with the amended amount.” So moved by Angela O, seconded by Allison Sweeney.
  - Kristin Cakarnis wants to know how soon to submit a grade level funding request. It just needs to have time to be approved by Rich, then submitted to JD for photocopying.
- Special Funding Requests
- Website Registrations – 90% of class for \$50 classroom book incentive

#### **Announcements – JuliAnne Diesch**

- General Membership Meetings – September, January, April 20 & June 8
- Special thanks to Stefanie Williamson for updating Auction Logo and Newcastle Elementary PTSA! Thank you!
- Another special thank you to Edana Peacock for all that she does to support the transition to the new Executive Committee: texts, emails, calls and early am connections. JuliAnne is eternally grateful to her for all of that and more.

- JuliAnne is thankful to Janet Cloud and Lana Miller for co-chairing the nominating committee and doing a fabulous job of filling all of the seats of the Executive Committee so that she could start her presidency off with a full Executive Committee and most program chairs filled.
- One important chair position runs on a calendar year and is therefore coming open as of January 2015 and that is 5<sup>th</sup> Grade Camp Fundraisers for 2015-2016. The volunteer year is from Jan 1 to Dec 31 2015, so we are getting information out now for those who may be interested.
- Additional volunteer opportunities still exist if people want to get involved– Kidmail, Costume Carnival, Auction, and more!
  - Teenagers are welcome to volunteer for the Costume Carnival and Michelle Riley and JuliAnne Diesch are able to sign volunteer forms for volunteer credit
  - Allison Sweeney added a call for vision and hearing volunteers with morning and afternoon shifts to help our nurse during testing on October 23<sup>rd</sup>. Tests will be administered by parents, but training is provided. Go to the PTSA website and look under the volunteer section to sign up, or contact Allison directly.
- Curriculum Night for 1<sup>st</sup> & 2<sup>nd</sup> Grades will be September 16, 5:30 PM. Spirit Wear orders are due by the end of school day that day.
- Curriculum Night for 3<sup>rd</sup>-5<sup>th</sup> Grades will be September 18, 5:30 PM, with a 5<sup>th</sup> grade camp presentation at the end of the evening. Picture day is the same day.
- September 26 is the deadline for inclusion in our PTSA Student Directory as well as the deadline for artwork to be considered to be on cover of directory. New this year, ad sponsorship for the directory is being bundled with auction sponsorship this year.
- October 13 is a Teacher Work Day. There will be no school for students

### **Adjournment**

Julianne Diesch moved for meeting adjournment at 8:05 pm.

**Minutes respectfully submitted by Eileen Rubenstein, Secretary**