

Newcastle Elementary PTSA

Parent Teacher Student Association



2026-2027 PTSA Board
Planning Agenda Date: July 20, 6-8pm
Location: Fiorella Tapiarene's House

In attendance: Fiorella, Alicia, Bindi, Jill, and Melissa

Topics:

1. Introductions/Icebreakers

2. Roles / Expectations

- a. Positions and Responsibilities Chart.

All who were present were aware of their positions and responsibilities.

- b. Expectations:

Will be discussed in August meeting

3.Current Chairs

- **LION ART:**
Chair: Hillary Argyle
Supplies: Kelsey White
Communication: Erin Davidson
- **POPCORN:** Dalyn Huveltdt, will need to train someone else
- **YEARBOOK:** Sandy Chahal - Find someone else to take pictures
- **BOOK FAIR:** Lulu Patel may need co-chair
- **ANGEL PROGRAM:** Becky Butler
- **WEBMASTER:** Divakaran
- **KINDERCONNECT:** Amy Jones & Sarah Kuffel
- **5TH GRADE FUNDRAISER:** Laurie Hauge
- **POWER PACKS:** HAI MEIN NGWEN
- **BULLETIN BOARD:** Katie Or
- **LOST & FOUND:**

REMOVE FROM WEBSITE:

New family liason

Lunch for a break

4.Chairs Positions to add for EVP:

- **Co-VP Programs:**
- **GIFT A BOOK:**
- **MEMBERSHIP DRIVE CHAIR:**

- **FACE: FAMILY AND COMMUNITY ENGAGEMENT**
- **ADVOCACY:**
- **SOCIAL MEDIA:**
- **ADVOCACY:**
- **Principal Coffee Talk:**
- **HOLIDAY GIFT BARN:**
- **FOOD DRIVE CHAIR:**

5. Membeship

Current cost per individual \$15, Two people \$25, teachers \$0

Board members suggest we raise ptsa membership fee to \$20 per individual and \$30 for two people. Will vote on it in August meeting.

a) Renew PTSA membership during EVP (Enrollment Verification Process)

b) EVP Dates: No date set as of 7/20

c) Kindergarten parents don't go through EVP. We need to promote membership & add to buddy chat during Kinder Connect

Fio & Melissa will go to 1st Kinder Connect. Ask parents to join buddy chat and purchase their School supply box.

Meliss & Bindi will go to 2nd Kinder Connect

Jill & Bindi, will go to 3rd Kinder Connect.

d) Meet the teacher:

- Provide paw car magnets & Wing Stop coupons for those who sign up.
- Board discussed wether PTSA should provide popsicles, or parents to purchase Kona ice? Board members decided we continue with popsicles, so everyone can get one.
- We will consider using Kona Ice for another event.
- Fio won't be in the USA. Melissa will talk to teachers about new budget and some plans.
- 1st teacher luncheon provided by Volunteers by 11:45am.
- Crucial day for people to become ptsa members.

6. Board Transition Training:

- Transition Notes or Binders must have been shared by this point.
 - Meet with co-chairs and understand role before school starts.
 - WA PTA mandatory training for all board members including president (secretary)
- WA PTA site <https://www.wastatepta.org/> **Login Username:** PTALeader **Password:** Advocate
PTA Leaders -> Leader Resources -> Trainings - various options to select.
- Once each member has completed the training, please email
newcastleptsa.secretary@gmail.com with details on the training you took and the date.
Please aim to complete the required training by September 30, 2026.

7.Logins:

- Fio has most log-ins

- Each board member must be logged in by now.
- Change passwords and phone numbers

8. Website Review before August meeting.

Fio will ask you to help review before Aug 5

9. Meeting Days & Times

Fio can only do Thursdays, may be able some Mondays.

Jackie can do Wednesdays

Make a poll in chat and decide.

10. Open/unfinished business

- Budget changes - Cut some expenses. Will need to approve it in our 1st general meeting in September.
- Charges from paper printing at school, last minute yearbook sales were less than \$700
- Use the printer in the PTSA office to avoid future charges

8. Check Signers for 2026-2027 School Year

Paul Graves, Jill Binks, Alicia Singh, and Fiorella Tapiarene will continue being check signers. Bindi Patel, and Melissa Federhar will be added.

9. Spirit Wear

- Continue with Mossy Trails
- Offer it by Curriculum Curriculum Night
- Comments from parents that the lion needs to be cuter, and more gentle looking.
- Add sports shirts and more colors.

8. Communication:

- Newsletter & Room Rep emails to parents and staff will continue to be twice a month.
- WhatsApp for board members.

9. PTSA Council Meetings

- 10am every 3rd Thursday of the month, most online, but 2 in person. Once the scheduled is settled, Fio will share it with the board, so they can chose when they can attend.

9. School Tool Box Delivery

Scheduled for anytime between the week of Aug 17-21. Alicia will be in charge. Will call to ask the schedule again.

10. Yearbook

The contents & pictures will be druing school hours only.

Members suggested we do paper back, rather than hardcover.

11.CURRICULUM NIGHT:

Add into the slide about FACE Family & Community Engagement contact info.
For speech, change slide by adding event pictures, and more info about us.
Ask if Afterschool Enrichment programs are allowed to have booths that night.

12.Suggested Events to add:

Grand parent meet & greet.

13.Upcoming Dates:

7/26, 8/9, 8/29 Kinderconnect play dates
August 13 BOARD MEETING AT TAPATIO
August 26: Meet the teacher (11am- noon)
August 27: 1st day of school (grades 1-5)