

## **PTA Meeting Minutes June 5<sup>th</sup>, 2007**

### **Introductions/Sign-In Sheet**

#### **1-Principal's Report, Barb Bahner**

- Hired a second teacher for the Autism Inclusion Program, along with two additional assistants to work with that instructor
  - Will be working more towards giving children in the program more opportunities in the regular ed classrooms
  - Eight additional children enrolled for the program next year
  - Nine of our Bagley teachers will be attending autism awareness classes and workshops over the summer break to receive additional orientation & training
- Meeting is scheduled with someone from the district's Facilities department to see what kind of creative ideas we can come up with to get more use out of our current space
- Curriculum is adopting "Everyday Math" program with supplemental concepts for older children, both for Montessori and Contemporary programs
  - Teachers from Graham Hill Elementary may have valuable insights, as they have already adopted this program
  - In split-grade classrooms, "Differentiated Instruction" will still be implemented
  - An assessment of number sense will be administered to 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> graders, called Edusoft

#### **2-Head Teacher's Report, Cashel Toner**

- The new Kindergartener Welcome event on 5/24 had a large turnout
  - New Principal, Kimberly Kinzer, was present
  - Liz Filep, the new kindergarten teacher, was introduced
- The numbers for next year's enrollment are strong and there are long waiting lists for both the Montessori and the Contemporary program classes
- Teachers are currently working on classroom assignments for the students that will be returning next year
  - Class lists will be posted on the front doors of the school on the Monday following Labor Day weekend. Information on student placement will NOT be available prior to the posting after Labor Day
  - Special considerations are made regarding each student's social and emotional development and comfort to determine the best classroom placement for each child
  - If you have special concerns regarding your child's placement, please either fill out the placement form that came home, or contact your student's teacher directly before the end of the year

#### **3-Treasurer's Report, Mary Sullivan (current Treasurer), Tracy Woodman, and Shelly Evans (incoming co-Treasurers)**

- The Budget vote taken at the Artwalk passed with only 1 "no" vote. 32 legitimate votes were counted
  - The online survey was very successful and actually had a much higher response rate than the on-site voting system. Results of the survey were published in the June 2007 Buzz
  - The vote approved an increase in PTA funding which will help to subsidize visiting artists' pay
- The proposed revisions of the Bylaws have been made and copies were passed out
  - Any comments and/or questions should be directed to Shelly Evans or Tracy Woodman
  - Final official vote will be held in the fall on the revisions
  - Bylaws have not been revised since 2001
- Copies of the Net Worth and Inflow/Outflow statements were distributed and discussed(see attached document)

- “Green money” stands at \$3,598.50
- Outstanding expenses and teacher reimbursements have yet to be deducted
- Other assets include the Giving Campaign 2006 money, which can be used for teacher subsidies where the state funding falls short. GC 2007 money is earmarked for the following year. We will start the 2007-08 year with GC 2006-07 funds
- \$5K set aside funds are being used for the design/construction of the front entryway and plaza. Assets also include a grant from Lowe’s, DB Adventure Camp money, and after school program money. There is still \$5-6K to pay in After School Program (ASP) expenses, but most likely there will be a surplus left over from those ASP funds
- This year we have experienced low corporate matching contributions, so it was suggested that next year we do more to promote awareness regarding companies that provide matching gifts

#### **4-Artwalk Debrief, Donna Lough**

- We neglected to thank Ms. Lough for all of her effort with the students, but aside from that, the Artwalk was a big success
  - Book Fair brought in approximately \$3,800 in sales, which translated into \$990 cash for the PTA and \$800 in book credit to the school library
  - The history Walk was a huge success; especially popular was the students’ writing
  - Food donations totaled \$85, which helped to pay for the hot dogs & side dishes
  - Raffle proceeds totaled \$114
  - For next year, we should consider the following:
    - Having a microphone for the performances
    - Bringing some (or all) of the artwork outside like we have done in years past
    - More outreach into the community
    - We should be using the term “Visiting Artist” in lieu of “Artist-In-Residence”

#### **5-Rummage Sale Debrief, Erin Baker**

- The Rummage Sale was a very successful fundraising endeavor for the school. The six hours of selling brought in over \$1,500!
  - Erin has sent out a recap/thank you e-mail to volunteers
  - Very low prices meant community members were buying a LOT
  - Left over items were taken by truck to NW Center for the Blind -- thanks to Joyce for arranging that
  - Erin’s 7x10 storage space was full, but pt was a burdensome way to collect and store items; next year we may want to come up with different ideas for collection and storage of items prior to the sale date
  - Also for next year we’d like to have more signage and be able to exert less energy by having more help in the weeks leading up to the sale

#### **6-Staff Appreciation Debrief, Joyce Hoffman & Deb Whitner**

- Events for Staff Appreciation week included chair massages by 2 masseuses, coffee delivery to teachers, lunch, teacher boxes, and lots of smiles being passed out throughout the day!
  - Next year we should appoint room parents the week before to cater to teachers more effectively and focus more on delivering to the individuals who might not be able to get away from their classrooms, and also explore the possibility of having parents or room helpers available to cover classrooms for short periods so that instructors can get away and take advantage of the appreciation offerings throughout the school
  - Most parents and community members donated their goods and/or services, but we are still waiting for an undetermined amount of reimburse requests
  - In the future, it would be very helpful to have a predetermined spending limit
  - For next year, contact Ashmead massage school students for chair massages, as they donate their time to the school so that they may accumulate the hours needed for their certification -- maybe try to get four masseuses instead of only two

## **7-New Fundraising Proposals**

- The Chinook Book would be an excellent fundraising consideration for our school
  - No-risk ordering -- they send us the books and we pay for them as they sell
  - Hundreds of organic shopping and dining discounts, as well as interesting local services and events
  - These would sell for \$20 each and DBE would keep \$10 per book sold
  - We could market this to the community like Scrip
  - Possibly involve the 4<sup>th</sup>/5<sup>th</sup> graders as an opportunity to raise funds for camp
- Sally Foster wrapping paper could be considered for fundraising next year and can be ordered online
- Also up for consideration is the online company, Square 1 Art (square1art.com). Students from Bagley can submit a 6x6-inch piece of artwork and family members or friends can order a variety of creative quality gifts portraying the child's art. Examples are: note cards, key chains, magnets, posters, mouse pads, coffee mugs, and many other items.
- We also discussed the importance of having the Joagthon be the first fundraiser of the year, the importance of forming a fundraising committee, and setting fundraising goals and dates for next year over the summer

## **8-Yearbook Update, Cory Nickerson**

- Yearbooks are currently being sold at \$14 (\$11 for additional sibling copies)
- We are at 55% of sales to break even
- Focus will be on sales after school in the last weeks of school
- Discussed the option of raising the price \$1 to \$15/\$12 and it was agreed that is a good idea
- A member suggested that the 5<sup>th</sup> grade parents be called with a reminder of yearbook sales so that they don't miss out on the opportunity before their students leave Bagley

## **9- Officer Election Results and New Committee Leads, Cory Nickerson**

•**Official election results** of executive committee officers for 2007-08 were confirmed with forty-four PTA members casting ballots during the week-long election in May. This meets the minimum number of votes required by our by-laws to constitute a binding election. All ballots cast unanimously supported the following candidates:

- President**-Cory Nickerson
- Vice President**-no candidate (still vacant)
- Co-Treasurers**-Tracy Woodman & Shelly Evans
- Secretary**-Sharon Stockman

**Per PTA by-laws, the newly elected officers will take over their positions on July 1, 2007.** The President and co-treasurers shall be the signing authorities for all PTA official business. When and if a vice-president is elected, that person will also be an official signing authority.

### **•Announcement of new Committee Leads**

- Brett Feltis will chair the **Jogathon Committee**

**Fundraising Committee** includes Lisa Robertson, Cory Nickerson, Erin Baker, Melanie Burch, Cathy Gentino, and the chairperson will be Deb Whitner

## **10-Other Business**

- Mary Warren proposed two changes to the PTA Budget as follows:
  - Increase funding for "Habitat Garden" (currently at \$250) to \$950; funds to be used for

a Habit/Educational Garden and Annual Color Plantings. Money not used would accrue for the purpose of purchasing larger ticket items if warranted without the need of grant procurement.

- Money would fund three plantings at the front door pots and in the surrounding landscaping (the first in September, second in January or February, and the last in June before graduation)

- Also would fund the purchase of needed supplies (watering cans, seeds, gloves, organic soil, tools, fruit trees, plants, etc.) and any training/speakers that might come to the school to work with the teachers and students

- Seattle Tilth has recently agreed to partner with DBE and has already conducted two training sessions with our faculty

- Ms. Humphrey is the lead on the Garden Committee along with Ms. Norton and Mary Warren

- Increase funding for the Yearbook and focus more intently on advertising so as to underwrite the cost of producing the yearbook for all students and faculty. The yearbook budget has not increased in several years. It is entirely a volunteer effort which has grown in quality and format since 1999. Funding to be determined; PTA commitment approximately \$240 for twenty books at production cost, plus +/- \$2400. Mary proposes that the PTA undertake the following:

- Fund ten yearbooks to be used for February tours

- Fund ten yearbooks for scholarships purposes

- Increase line item expense cost based upon future profits realized (possibly include a few color pages)

- Since the aspect of Advertising is so important *and* could help generate enough funding for every student to get a yearbook, a volunteer Yearbook Committee should be formed early in the school year and would be overseen by the PTA