

## SEHOME HIGH PTSA 8.3.100

**Name:** SHS PTSA Board meeting  
**Date:** October 28, 2015  
**Time:** 12:00 p.m.  
**Location:** Main Office Conference

**Facilitator:** Meg Metzger  
**Scribe:** Veronica Douglas

Attendee		Attendee	
X	Meg Metzger	X	Teri McIntyre
X	Shari Cummins	X	Teresa Werner
X	Veronica Douglas	X	Aaron Hakeman
	Effie Eisses	X	XiaoLi Yang
	Jackie Rinker	X	Michelle Kuss-Cybula
X	Quenby Peterson	X	Rachel Williams

### Agenda

ID	Time	Duration	Item	Presenter/Lead
1	12:00	5 min	Call To Order and Introductions	Meg
2	12:05	2 min	Approval of Minutes – September 23, 2015	Meg
3	12:07	15 min	Treasurer’s Report – spreadsheet explanation, if teacher grant money from scrip falls below budget, can we use excess funds from savings?	Effie, Aaron
4	12:22	10 min	Scrip Report - shopwithscrip.com update	Shari
5	12:32	5 min	Membership Update – are officers members? Chairs & money handlers? How to treat donated money	Teresa
6	12:37	15 min	Principal’s Report	Michelle
			<b>COMMITTEE REPORTS</b>	
7	12:52	3 min	PACS update – 2 PACS meetings	Veronica
8	12:55	2 min	HCL PAC update	Veronica
9	12:57	3 min	Auction – schedule meeting	Meg
			<b>NEW BUSINESS</b>	
10	1:00	15 min	Request for scheduled regular reporting of Large & Small athletic grants – ASB, Club, Sport explanation	Veronica
			<b>UNFINISHED BUSINESS</b>	
11	1:15	2 min	Teacher Grant requests via email – SAIL credit retrieval \$200, Foreign Language conference requests, Pins for CCC(?)	Meg
12	1:17	2 min	Chairperson List update	Meg
13	1:19	3 min	Key Dates/calendar	Meg
14	1:22	2 min	Directory update	Veronica
15	1:24		Adjourn	

### MINUTES

Agenda Topic	Main Points, Conclusions/Discussions, Decisions	Tasks/ Follow-up
<b>1) Call to Order</b>	CTO @ 12:06	
<b>2) Approve Minutes</b>	Approved as presented	
<b>3) Treasurer’s Report</b>	-plan to change presented information to month-to-date rather than previous month -Boys Soccer PAAC turned in all paperwork & transferred over	<b>AARON</b> to add dollar sign to budget column

	<p>\$2197.06 mid-month</p> <ul style="list-style-type: none"> <li>-Pay to Play line item to help cover sports scholarships – not billed last year – Meg following up with Cathy</li> <li>-Club &amp; Activity money allocated this month</li> </ul> <p>Motion to give Colin \$30 thank you gift made by Meg Metzger. Seconded by Veronica Douglas. Passed. Votes: 7 yea, 0 nay, 2 abstentions (Teri McIntyre, Teresa Werner)</p> <ul style="list-style-type: none"> <li>-Learning Center / Brenda Apt informed Meg that Learning Center plans to spend \$4500-5000 this year &amp; use some of carry-over funds</li> <li>-Meg is getting approval from Buck Gibbons to spend Brushfire money while Buck is recuperating</li> <li>-Meg has informed Buck that he needs to sign PAAC paperwork or find another non-profit</li> </ul>	
<b>4) Scrip</b>	<ul style="list-style-type: none"> <li>-money raised has gone down (profit \$1700 to \$950 (44% loss) compared to \$2000 in October 2014 (52% loss)), participants have decreased (93 down to 77, 18% decrease)</li> <li>-shipping costs now included monthly (\$5-10) – bookkeep in Scrip line as expense, reduce amount to teacher grants</li> <li>-to now include income &amp; expenses to show profit / costs – will need to include year-to-date</li> <li>-2 upcoming deadlines: October 30 &amp; November 30 – orders will arrive 10 days later</li> </ul>	<b>MEG</b> to include in next email reminder to order shopwithscrip and that a 2 <sup>nd</sup> scrip person is needed to assist
<b>5) Membership</b>	Membership reports attached	
<b>6) Principal Update</b>	<p>Sehome Visioning – including Brainspaces to help us look at what is needed much further down the road from academic perspectives</p> <p>Nov 3 – FMS student body mtg school assembly Amy Yurko Nov 4 – KMS student body mtg school assembly to look at hopes &amp; dreams</p> <p>Sehome calendar attached – Poll Everywhere to check in with peers live; 9<sup>th</sup>/11<sup>th</sup> graders and 10<sup>th</sup>/12<sup>th</sup> graders blended for space, interest, multiple perspectives; show visuals options Community forums 11/4 &amp; 11/5 6-7:30pm in cafeteria (same program)</p> <p>More opportunities to provide information after the meetings for students</p> <p>11/6 Staff visioning meeting ½ day Then committee starts finalizing vision then goes to architect for detail work then to bidding for building &amp; supplies</p> <p>Mid semester grades due &amp; will be mailed out –MKC will remind families about Learning Center via School Messenger</p> <p>Dec 2015 BSD will start “choice days” for teachers on professional learning days – one option is to attend ½ day sessions on 5D teacher evaluation framework subjects</p> <p>Graduation plans – met with team of students: Discussed Questions: -# of graduates -# of tickets -# of seats (capacity) - parking / audio / chairs / handicapped access / restrooms / decorations / cost of venue -concerns from students: chairs comfortable / permits needed? / Outdoor venue (with inside back up) - grass too uneven for parents; stage (high enough for audience); graduates facing whom; speakers – audio - No video mentioned Discussed Possible Venues: Bells Stadium / Sehome Gym / Public Market / Ampitheatre (outdoor) / SqHS / WCC or BTC / Civic Field / WWU PAC Students to research questions &amp; possible sites &amp; to come back with recommendations – final decision by Dr. Baker</p>	
<b>7) PACS update</b>	See attached highlights documents from Sept 24, 2015 and Oct 22, 2015	
<b>8) HCL PAC update</b>	<ul style="list-style-type: none"> <li>-Had 1<sup>st</sup> meeting 10/14/15 – goal to have 1 parent from each school – still have a few schools not represented</li> <li>-Dawn Christiana is new director – looking at last 10 years of program to see where we are now – wants to set 3 year goals to get us to next program review – rough drafts of suggested goals were presented for editing by the group in the areas of</li> </ul>	MEG to ask for Sehome rep in next

	communication, Student Learning Plans, & teacher support -Student Learning Plans (like an unofficial IEP) are to be implemented this year with additional teacher support – district team has divided up all the schools among each team member so each group as a specific "HCL Coordinator" -next meeting 11/18/15, all meetings are open to whomever would like to attend	
<b>9) Auction</b>	Trying to set up 1 <sup>st</sup> meeting	<b>MEG</b> to ensure that auction program states that Club & Activity money includes \$30 thank you gifts for over 30 advisors among items covered
<b>10) Grant reporting request</b>	Colin reviews financial needs each spring for clubs, sports & activities Figures out whether to support with ASB funds, PTSA, or fundraising REVENUES from: ASB cards sales, vending machine, athletic fees, athletic passes (10 punches), newspaper sales, Ticket sales, pay to play fees, tournaments  EXPENSES include: game administration (scoreboard, ticket sellers), Uniforms, 1 <sup>st</sup> Aid Kit, Equipment, Trainer Sport team costs increased from \$500 to \$900  Every club or team has to contribute something to their club's expenses (\$10-\$20 per student)  Large and Small Athletic grant amounts change each year with budget planning in spring – this year, Colin only asked for 1 Large Athletic Grant for Culture of Excellence speaker (\$2500) and no Small Athletic Grant. We kept \$2000 to cover unexpected expenses.	<b>COLIN</b> to come to November meeting to answer questions
<b>11) Teacher Grant update</b>	SAIL (6 <sup>th</sup> period & afterschool credit retrieval course) grant request for \$200 for snacks – approved 3 C's (Collaboration, Care, Communication) pins approved Foreign Language conference requests denied WWU field trip lunch with Ed Wissing covered	
<b>12) Committee Chair list</b>	Current list circulated and attached	
<b>13) Calendar</b>	No update	
<b>14) Directory</b>	Debbie & Veronica have started sorting out the information & making it reader – friendly. More work to be done this weekend.	
<b>15) Other</b>	Staff Appreciation lunch tomorrow – still need clean up help & egg dishes Laminating help requested weekly	<b>MEG</b> to explore true laminating needs with Andrea
<b>15) Adjourn</b>	1:55pm	

---



---

**Future Agenda Item(s)**

ID	Open Date	Description	Assigned To
1	NOV 2015	PTSA insurance w/ AIM expires 12/1/15, add Volunteer Coordinator report to committee reports	
2	MAR 2016	Board meeting to be General meeting to elect Nominating Committee; review membership program to determine whether to buy; increase College Readiness line item for NACAC conference transportation	
3	APR 2016	Charities Registration due by 5/31/16; tell Cathy Moran we will scholarship her PTSA membership	
4	MAY 2016	GENERAL Meeting: elect officers, approve budget, "College Prep Advice" Matt Hawthorne/SAT prep + Faith Stewart/College Financial aid + Sean Hawes/college fit + Meri-Jo Borzilleri/athletic advisor	

---



---

**Next Board Meeting (Nov 18th - Dec 16th - Jan 27 - Feb 24 - Mar 23 - April 27 - May 25 - June 9<sup>th</sup>)**

<b>Date</b>	Nov 18th, 2015
<b>Time</b>	12:00pm-1:30pm
<b>Location</b>	Administrative conference room

---

---

**Next General Membership Meeting (March 23, 2016 – same as above, May 25, 2016)**

<b>Date</b>	March 23, 2016
<b>Time</b>	12:00pm-1:30pm
<b>Location</b>	Administrative Conference Room

---

---

**Secretary Signature / date: *Veronica Douglas 10/28/15***