

SEHOME HIGH PTSA 8.3.100

Name: SHS PTSA Board meeting
Date: January 27, 2016
Time: 12:00 p.m.
Location: Main Office Conference

Facilitator: Meg Metzger
Scribe: Veronica Douglas

Attendee		Attendee	
X	Meg Metzger		Teri McIntyre
X	Shari Cummins	X	Teresa Werner
X	Veronica Douglas	X	Aaron Hakeman
X	Effie Eisses	X	XiaoLi Yang
	Jackie Rinker	X	Michelle Kuss-Cybula
	Quenby Peterson		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 – December 16, 2015	Meg
3	12:07	15 min	Treasurer’s Report	Effie, Aaron
4	12:22	10 min	Scrip Report	Shari
5	12:32	1 min	Membership Update	Teresa
6	12:33	10 min	Principal’s Report-graduation, sports medicine class, music before announcements	Michelle
7	12:43	5 min	President’s Report – reminder for Anchor \$100 stipend, job checklists for Membership & Treasurer, Standards of Affiliation contract update	Meg
			COMMITTEE REPORTS	
8	12:48	5 min	Volunteer Coordinator- Signup Genius / Staff Appreciation	XiaoLi
9	12:53	5 min	PACS update – Tech Levy update / phone bank	Veronica
10	12:58	3 min	HCL PAC update	Veronica
11	1:01	10 min	Auction – kick off date scheduling, Raise the Paddle idea (flat screen for lounge?)	Meg
12	1:11	5 min	Senior Trip	
			NEW BUSINESS	
13	1:16	5 min	Donors Choose applications	
			UNFINISHED BUSINESS	
14	1:21	10 min	Teacher Grants – Poetry Out Loud, Romeo & Juliet field trip, drama / English request – Spring Musical	
15			Other	
16	1:30		Adjourn	

MINUTES

Agenda Topic	Main Points, Conclusions/Discussions, Decisions	Tasks/ Follow-up
1) Call to Order	CTO @ 12:04	
2) Approve Minutes	Stand with corrections to Scrip & Auction	
3) Treasurer’s Report	Treasurer’s Reports for December and January (as of 1/20/16) attached	MEG to ask Colin & Cathy to make copies of Rocket Box

	Correction to be made to Learning Center "Balance in Account" Speakers purchased for gym (2 additional) Locks for Rocket Boxes purchased (\$51)	keys
4) Scrip	Scrip reports attached Total profit for Jan down from 5 \$100 gift certs to Budget rental car avail	
5) Membership	1 new member	
6) Principal Update	<p>Celebrations:</p> <ul style="list-style-type: none"> --Chuck Shelly received National Board Certification --Grant Coordinator helping AP students getting funding for college credit - \$6000 received for 2015-16 school year to be used for College in the High School credit (logistics being arranged regarding communication, involved colleges, commitments by students) --NEW CLASS – Sports Medicine – 32 students signed up w/ waiting list (announced in announcements & on posters) – Occupational Ed credit --some classes merged/changed, allowing teachers to team <p>--Feb 11 Career Fair – students who want to come & students who are encouraged to come – can get passes during Anchor to attend</p> <p>--Anchor purposes re-examined – pass system initiated (get pass from teacher) – allows teachers ability to monitor who comes to class, minimize students in hallway</p> <p>--FAFSA event – low turnout but parents got one-on-one help</p> <p>--Need for Basic Supplies for students – store in conference room cabinets (basic clothes, hygiene products, food products) – Lost & Found items to be washed & traded with another school (SHS w/ SqHS)</p> <p>--Elective opportunities for students – looking at 4 X 8 system – not ready for new system next year but look at more options for delivering additional opportunities – best fit? Best plan to implement? Looked at</p> <p>--March 6-7-8 incoming parent / student orientation; still working on other registration schedules</p> <p>--GRADUATION – looking at venues (Civic vs. Squalicum vs Sehome outdoor ceremony) with a variety of dates – today students given ballot (attached) – DATE determined to be June 11 (pending snow days)</p> <p>--DRAFT calendar for May & June presented (attached)</p> <p>--Visioning Committee: 38 members (incl 3 students), toured 4 high schools in one day with mindset of visioning requests, next meeting in 2 weeks, to meet with department heads to design spaces, end of April/beg of May with "dream vision"</p>	
7) President report	<p>Anchor teacher reminder:</p> <p>Job checklists: exists for president</p> <p>Standards of Affiliation contract submitted and up to date – need officers to attend annual PTSA training</p> <p>Returning officers: Meg in lesser job Xiao Li as Volunteer coordinator Aaron as treasurer</p>	
8) Volunteer Coordinator	No sign ups for clean up at staff lunch	
9) PACS update	Table until February	
10) HCL PAC update	Table until February	

11) Auction	Raise the Paddle suggestion: large screen with rolling announcements in lounge – Andrea to spec out to decide about pursuing at auction – consider an app that can stream announcements Kick Off date late February.	MEG to put out a few date options for late February
12) Senior Trip	Location not confirmed b/c we have to wait until Mar 1 st Chelan holding dates until 3/1 Grad Nights in Seattle can't wait until 3/1 to confirm—not a choice (even though we have a \$1000 credit for hypnotist) Average \$200/student Leave 1/12 back on 1/13 Bus can take 50 students Need chaperones + a follow up car in case of emergencies Teri McIntyre needs to step down from organizing – need new coordinator	MEG to talk with KJ to announce no trip & discuss Senior Party idea with seniors – party in gym? With hypnotist? Menchie's? Dance? 8:30-11pm?
13) Donors Choose	No other requests left to cover	
14) Teacher Grants	Amy Brewster requested \$800 for Peer Mentoring that can be covered under Brushfire – discussed in December – already covered Poetry Out Loud request for \$190 approved Little Women Musical support \$4485 requested - \$1500 recommended to come out of teacher grant sharing expenses with ASB & Drama department Grant request for \$1500 to help fund a musical performance as presented via email seconded and passed.	
15) Other		
16) Adjourn		

Future Agenda Item(s)

ID	Open Date	Description	Assigned To
1	FEB 2016	Scrip report on chair job needs / continuation of program, PACS & HCL PACS updates from Jan & Feb, move Teacher Grants under Principal report	
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; Budget planning topics: departmental grants & grid in section 3 (combine	
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	
4	JUNE 2016	Remember we can start tax process in July when books closed (as long as auction expenses all done)	

Next Board Meeting (Mar 23 - April 27 - May 25 - June 9th)

Date	February 24, 2016
Time	12:00pm-1:30pm
Location	Administrative conference room

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

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

Secretary Signature / date: *Veronica Douglas 01/27/2015*