

SEHOME HIGH PTSA 8.3.100

Name: SHS PTSA Board AND General meeting
Date: October 27, 2016 **Facilitator:** Meg Metzger
Time: 12:00 p.m. **Scribe:** Veronica Douglas
Location: Office Conference Room

| Attendee | | Attendee | |
|----------|------------------|----------|----------------------|
| X | Meg Metzger | X | Aaron Hakeman |
| X | Deanne Kanenaga | X | XiaoLi Yang |
| X | Veronica Douglas | X | Michelle Kuss-Cybula |
| | J'aime Lemmer | | Marty Atkins |
| | Mimi Meggyesy | | Michael Couto |
| X | Kristin Cerenzia | | Michele McNamee |
| | Teri MacPhee | X | Quenby Peterson |
| X | Katie Brown | | |

Agenda

| ID | Time | Duration | Item | Presenter/Lead |
|----|-------|----------|--|----------------|
| 1 | 12:00 | 5 min | Call To Order and Introductions | Meg |
| 2 | 12:05 | 5 min | Approval of Minutes – September 22, 2016 | Meg |
| 3 | 12:10 | 15 min | Treasurer's Report –Audit review / approval, taxes, Treasurer to start notifying check recipients if not cleared after 60 days | Meg |
| 4 | 12:25 | 5 min | Scrip Report – | Mimi / Deanne |
| 5 | 12:30 | 5 min | Membership Report – numbers, dues paid | Kristin |
| 6 | 12:35 | 10 min | President's Report – Senior Event, Anchors Aweigh spending update, ASB budget review, Mariner Memo content, PTA Training, Bellingham College Promise presentation, AIM insurance renewal | Meg |
| 7 | 12:45 | 15 min | Principal's Report – General Membership Meeting (Nov 9) topic requests, Graduation, celebrations & thank yous, Update on Staff & PD, Embedded Formative Assessment, 4X8 Update | Michelle |
| 8 | 1:00 | 2 min | Teacher Grants – via email: English/Gaines for 4 Kindles w/ novels (audio & print) for \$380 and Kevin Johnson for 50 headphones for Smarter Balance testing for \$650; | Veronica |
| | | | COMMITTEE REPORTS | |
| 9 | 1:02 | 10 min | Volunteer Coordinator – Staff Appreciation, plaque for Volunteers of the Year | XiaoLi |
| 10 | 1:12 | 3 min | PACS update | Veronica |
| 11 | 1:15 | 2 min | HCL PAC update | Veronica |
| | | | NEW BUSINESS | |
| 12 | 1:17 | 5 min | PTSA website updates | Veronica |
| | | | UNFINISHED BUSINESS | |
| 13 | 1:23 | 2 min | Brushfire – budget created? Donations in honor of Megan Mischaikov | |
| 14 | 1:25 | 5 min | Other | |
| 15 | 1:30 | | Adjourn | |

MINUTES

| Agenda Topic | Main Points, Conclusions/Discussions, Decisions | Tasks/ Follow-up |
|------------------|---|---------------------|
| 1) Call to Order | CTO @ 12:05 | |
| 2) Approve | September minutes approved as presented | |

| Minutes | | |
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| 3) Treasurer's Report | <p>Aaron to look into specific spending on Anchors Aweigh line item to verify all the expenses are categorized appropriately.</p> <p>Discussion on dissemination of Clubs/Activities spending – amounts to each group based on recommendations from Michelle Kuss-Cybula, Cathy Moran, & Colin Cushman.</p> <p>2 teacher grant invoices have been paid since Treasurer's Report printed.</p> <p>\$43 interest earned in savings account</p> <p>Will approve/accept audit at General meeting on 11/9.</p> | MEG to ask 2 teachers about uncleared checks from 2015 |
| 4) Scrip | <p>\$1400 earned in September \$1500 earned in October \$7000 purchased in rolling inventory</p> <p>Shopwithscrip is available. Communication to go out in about 2 weeks for holiday shop with dates.</p> | |
| 5) Membership | Report attached. 145 members. | |
| 6) President report | <p>Senior Event: Chairs: Michelle McNamee & Christin Lunny Discussing tailgate after rehearsal & possible all night party/boat trip at lunch Nov 2; looking at Jun 10 date for event; \$500 available from PTSA, \$180 from ASB from cancelled Senior Tea, \$1000 credit with GradNight</p> <p>PTA Training at Kulshan MS – Veronica Douglas attended PTA & the Law, good President's session</p> <p>ASB budget reviewed. Budget attached. 2016-17 Changes noted with green highlights (increase in Cheer & Science Olympiad). If groups want funding, ask Colin for money with a well written budget.</p> <p>Meeting with MKC & Andrea Dacosta for remainder of Anchors Aweigh money</p> <p>"College Promise" lunch run by program – program to be rolled out, starts college savings account (529) that starts in kindergarten that can start with \$25 to give young children hope to go to college. GET is closed (no new members)</p> | |
| 7) Principal Update | <p>Katie Brown, admin intern & TOSA on ELL & Special projects</p> <p>Celebrations/Thank yous: ping pong tables in cafeteria being regularly used, AVID trip to College Fair – very positive feedback from students, Furniture in Student Lounge (Mike Couto rearranging to see student reactions – much greater use by all grades, not just Jrs & Srs), Golf Cart arrived a week ago (Jeff Allen, custodian, very pleased – is tracking his productivity and is much improved)</p> <p>Super Wednesday reflections --many seniors stayed home to fill out college apps & FAFSA – school is looking at changing expectations and support for seniors in future --are the tests that are being offered the right tests? Help students understand why they are taking the tests and how to interpret the results</p> <p>Care/ Staff & PD updates: How to show care to fellow staff members? Teams rotating food contribution; <u>How Children Succeed</u> discussion; Bethany Barrett presented on LGBTQ and how to support and be honest – NPR audioclip helps address the family changes; Many approaches to think about students who might be worrying you for different reasons (suicide risk, failing, absent, etc); using new technology to encourage honest responses in group settings</p> <p>4X8 prep – looking at class suggestions from teachers & students (through surveys, 2000 students completed – overwhelming majority of students in all 3 schools want</p> | |

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| | <p>advisory classes i.e. Anchor), creating common Course Catalog</p> <p>Nov 9 Gen Memb Meeting topics: –Hidden Treasures: Sehome resources that you might have never known -- not including now -The new 4x8: What does this mean for you and your child? What questions and concerns do you have? -Caring about our families: What does it look like at Sehome when we hear "All children should be loved" in the Bellingham Promise? Will include guest speakers: Marty Atkins, Amy Brewster Future Topics: -What happens when your child is failing one or more classes? -Substance Abuse: The worries, rumors and concerns. -Your Digital Footprint: Snapchat, facebook, instagram..Oh My! What do I need to know as a parent? -LBGTQ+: What does this look like at Sehome?</p> <p>Graduation on June 10th at 4:00pm at SqHS (date pending any weather / school closure issues) Backdrop (green curtain) being ordered to cover SqHS design & is using their frame – will meet with Senior Night co-chairs to discuss assistance for decorations</p> <p>New building – design committee to meet again in next 2 weeks to review plans with new eyes for final product review and show Goal: June 30th groundbreaking</p> <p>Embedded Formative Assessment book – PTSA \$500 budget line item for Teacher Incentives + extra Anchors Aweigh money to cover \$1900 approximate cost for enough books for staff</p> | |
| 8) Teacher Grants | <p>English / Gaines: \$380 for 4 Kindles w/ audio & print books – approved via email</p> <p>Administration / Johnson: \$650 for 50 headphones for Smarter Balance testing – approved via email with questions regarding other possible uses</p> | |
| 9) Volunteer Coordinator | <p>Staff Appreciation – lunch on 10/26 well supplied</p> <p>Laminating foreign language books (15 min/book) – unable to finish project (70% completed) – too time consuming</p> <p>Volunteers of the Year: Plaque engraved and is in front office display case</p> | |
| 10) PACS update | Report attached | |
| 11) HCL PAC update | <p>Met 9/29 and 10/27 On 9/29 – reviewed 3 year goals that were written last school year & gave feedback, looked at how the Teacher Evaluation tool helps support teachers to better reach the needs of HCL and all students, looked at district staff supporting the schools (HCL liaison in each elementary school with a .1 or .2 position, 1 TOSA working at all middle schools, Case Manager (now a .6FTE position up from .4) working individually with all high school students and now working with 8th graders in the spring On 10/27 – reviewed English path of acceleration for MS & HS, ways to recognize teachers for their extra efforts either by staff or families, end of year reporting to OSPI</p> | |
| 12) Website | J'aime has updated the website with new General meeting date, new forms, auction reservation, etc | |
| 13) Brushfire | <p>Nov 6th meeting to begin process of creating their own non-profit \$1150 donated for student's memorial – Buck is writing thank yous and is communicating with parents of student</p> | |
| 14) Other | None. | |
| 15) Adjourn | 2:10pm | |

Future Agenda Item(s)

| ID | Open Date | Description | Assigned To |
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| ID | Open Date | Description | Assigned To |
|----|-----------------------|---|-------------|
| 1 | NOVEMBER 2016 | GENERAL: approve Standing Rules, approve final budget and audit, ask for Nominating Committee BOARD: Good Samaritan gift cards needed for after December?, create master list of all online access logins / passwords; | |
| 2 | Last General Memb Mtg | Volunteer of Year vote | |
| 3 | APRIL 2017 | Any extra Anchors Aweigh funds to Learning Center? | |
| 4 | MAY 2017 | Notate in minutes the details about check signer card (who is coming off & going on, bank name & acct number); review forms: add Volunteer Portal information to volunteer form; note plan/parameters for Raise the Paddle spending in minutes; | |
| 5 | JUNE 2017 | Membership report on total # of members – amt charged per member – amt sent to WSPTA – Bring close-out report; treasurer moves residual money to savings to earn interest until needed; | |
| 6 | SUMMER 2017 | Do not plan to provide snacks for 9 th grade orientation night | |

Next Board Meeting (~~Aug 25, Sept 22, Oct 27~~, Nov 17, Dec 15, Jan 26, Feb 23, Mar 23, Apr 27, May 24, June 14)

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| Date | November 17, 2016 |
| Time | 12:00 pm – 1:30 pm |
| Location | Main Office Conference Room ***Location may change |

Next General Membership Meeting (Nov 9, May 17)

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| Date | November 9, 2016 |
| Time | 7:00 pm – 8:30 pm |
| Location | Sehome Library |

Secretary Signature / date: *Veronica S Douglas* 10/27/16