

Atkinson Elementary PTA-General Membership Meeting
May 8, 2018

Call to Order

President Carissa Harrison called to order the general membership meeting of the Atkinson PTA at 6:33pm on May 8th in the library and a quorum of members were present. See attached sign-in sheet (Attachment A)

Approval of Minutes

Kim Jarema presented the minutes of the April general membership meeting. The minutes were approved as presented.

Principal's Report

Staffing for Next Year

Foundation funds were used to alleviate the need for K-2 blends for 2017-2018. For 2018-2019, PPS has funded an additional FTE which will alleviate K-2 blends and Foundation funds will not need to be used. To alleviate blends in the 4/5 grades, approximately \$80,000 is needed, unfortunately, that is unobtainable thru foundation and leaves the 4/5 blends in place for 2018-2019.

Classroom Sizes Next Year

Neighborhood classes remain at approximately 20 students. Immersion classes will remain at approximately 30 students. New teacher contract tries to keep kindergarten classes at 24 students or less. Student Profile Forms were sent home. These are useful in placing your student next year.

Run for Atkinson on May 11th

Ivonne presented information to compare Run for Arts vs. Run for Atkinson expenditures in relation to Art Programming (Attachment B). Ivonne will contribute \$2000 from Run for Atkinson funds to foundation this year. \$10,000 will be carried forward to next year in addition to funds raised from the run this year. The money raised will continue to fund art programming, assemblies, foundation and academic programs as needed. This will be especially helpful as we will not be receiving the \$20,000 equity grant that has contributed to many academic opportunities here at Atkinson (e.g. flexible seating in classrooms, technology programs, books, student prizes etc.).

Site Council Update

A survey is in progress to assist with feedback regarding communication. Current Site Council Members are graduating out of Atkinson and many teachers have already served their 2-year term. New members are encouraged. Interpretation is available. Nominations can be submitted at anytime and voting will occur in the school lobby.

After School Enrichment Programs at Atkinson

An attendee asked about the lack of enrichment programs at Atkinson, as it seems there is not as many as before, and also lack of advertisement. Ivonne stated she does struggle with this due to PPS strict guidelines on what schools can promote as well as PPS cancellation of Peach Jar advertisement services. She states word of mouth and utilization of the PTA Facebook page can be used. Kim Jarema stated the PTA is in discussion about utilizing the PTA website to provide links to vendors that service Atkinson and asking vendors to attend PTA events such as Popsicles on the Playground. Ivonne stated to contact the 'Civic Use of Bldg.' Office if vendors want to rent out Atkinson for an after-school program. Vermont Hills will be onsite again next year.

Volunteer Celebration Tea will be held in Atkinson Cafeteria on May 30th at 9am.

Anyone who has volunteered for Atkinson is welcome.

President's Report

Elections for positions of President and Secretary were held.

The Nominating committee submitted Kim Jarema as the nominee for President. There were no nominations from the floor, a ballot vote was declined by the membership, and a voice vote was taken. Kim Jarema was approved unanimously for President.

The Nominating committee submitted Kathryn Harris Warner as the nominee for Secretary. There were no nominations from the floor, a ballot vote was declined by the membership, and a voice vote was taken. Kathryn Warner was approved unanimously for Secretary.

See Attached Nominating Committee Report (Attachment C) & Teller Report(Attachment D)

Auction Committee Chair(s) Open Position

A committee chair(s) is needed for the PTA's largest fundraiser. Several auction committee members plan to continue in their roles next year to support the Auction Chair(s). Since the PTA has a healthy carryover of funds into next year, the fundraising goal will be less than in previous years and is needed to continue funding programs at the same level. The Board has selected March 16th as the auction date.

Review and Adoption of 2018-19 PTA Budget (Attachment E)

At the 5/7/18 board meeting, the board approved a revision to the 2018-19 budget proposal and added \$200 the Teacher Appreciation bringing total line item to \$500.

Motions to update the 2018-2019 preliminary budget

A motion (Attachment F) was moved by Kim Jarema to increase the budget line item for Field Day by an additional \$200.00, to provide refreshments to children during the event. The motion was seconded and unanimously approved.

A motion (Attachment G) was moved by Kira Edmunds to add a line item to section 2.2 in the amount of \$400 for repair of the outdoor classroom cob benches. The motion was seconded and unanimously approved.

Kim Jarema moved to adopt the 2018-19 Preliminary Budget, as amended. The motion was seconded and unanimously approved.

Treasurer's Report

The Wells Fargo Bank account has been closed and all official business is now with Chase Bank.

Assistant Treasurer Beth Weingardt is no longer a signer on the bank account to enable her to do required monthly audits.

Teachers have been submitting expense reports in lieu of the June 30th deadline.

If teachers decide not to use their PTA funds this year, the unused funds do not roll over.

Not all Vendor Scholarship Reimbursements have been invoiced. Double Mountain Dine Out Brought in \$200. Annual audit will be performed over the summer and presented to the general membership no later than October.

Earthquake Preparedness Committee

Final Earthquake Committee meeting will be held on 5/31. The Earthquake Committee met in April and is deciding on a work plan for next year. The current task on hand is to test and document a shelter plan and purchase supplies.

Announcements

- **Week of May 7-11th: Teacher and Staff Appreciation Week**
- **Friday, May 11th: Run for Atkinson (on the Franklin track), K-2 will run 12:30 pm – 1:00 pm; 3-5 will run 1:15 pm – 1:45 pm**
- **Friday, May 11th: Atkinson Science Fair, 6:30 pm – 7:30 pm, in the gym**
- **Tuesday, May 22nd: Atkinson Dine Out at Pizzicato, SE 6042 SE Division St., all day!**
- **Wednesday, May 23rd: K-2 Talent Show, 6:30 pm – 7:30 pm, in the cafeteria**
- **Thursday, May 24th: 3-5 Talent Show, 6:30 pm – 7:30 pm, in the cafeteria**
- **Wednesday, June 6th: Atkinson Dine Out at Pambiche, 2811 NE Glisan St.**
- **June 6th is Atkinson Field Day**
- **Friday, June 8th: Last day of school**

Adjournment

Meeting was adjourned at 8:05pm.

Prepared by Kim Jarema, Secretary

Attachments:

Sign in Sheet (Attachment A)

Run for Atkinson Income/Expenditure Report (Attachment B)

Nominating Committee Report (Attachment C)

Tellers' Report for 5/8/18 Election (Attachment D)

2018-2019 Approved Budget (Attachment E)

Motion to Amend Field Day Line Item in Preliminary Budget (Attachment F)

Motion to Amend OLG Line Item in Preliminary Budget (Attachment G)

Presented on **9-11-18** _____.

Approved as Written ~~—or—~~ Amended ~~—or—~~ Corrected

President

Secretary