

MEETING MINUTES

Atkinson Elementary PTA

General Membership Meeting

Date: Tuesday, January 8, 2019

Time: 6:30 p.m. – 8:00 p.m.

Location: Atkinson Library (childcare for school-age children provided in cafeteria)

- Call to Order @6:36 President Kim Jarema called to order the general membership meeting of the Atkinson PTA in the library and a quorum of members were present. See attached sign-in sheet (Attachment A)
- Approval of the November Meeting Minutes: Motion to Approve (David Jimenez); approved as presented.
- Principal's Report Not present
- President's Report
 - We are officially a unit in good standing with Oregon PTA.
 - Principal gave approval to post after-school programs on front window.
 - There is a sheet in the hall to let principal know if there are topics the group would like to hear about from the principal.
 - Principal is planning to start a school newsletter, possibly starting this spring. Would be different than the current FYI email with focused, more in-depth information on specific topics. The newsletter would not be PTA focused, but we can contribute as desired. Suggestion was made to re-do the FYI email format. Not sure how often would send out. Send Kim J emails regarding topics.
 - Brad would like to see teachers be more consistent with information distribution regarding classroom happenings. Some teachers provide a lot of information, others do not.
 - Mural proposal - waiting to hear from PPS if they would allow this.
- Vice President's Report
 - Seeking Nominating Committee Members & Position Nominees for Treasurer and Assistant Treasurer positions for 2019-20 PTA.
 - Standing Rule Amendment Vote, Section 16 Nominating Committee (Appendix B) (Attachment B) Members were notified prior to meeting via email regarding the proposed amendment and vote. Amendment in line with Oregon PTA requirements. Motion to approve amendment by Beth W. and seconded. Approved as presented.
 - Treasurer positions are up for election at end of school year. Need nominating committee; 3 people on committee; people on nominating can run for said position but need to recuse themselves during committee discussions. Candidates presented at April meeting with vote at May meeting; elected positions are for 2 years.

- Treasurer's Report (Attachment C)
 - Successful dine-out in December at Por Que No; an Atkinson family stepped forward to match the dine-out contribution, via their business Badge Bomb.
 - Road Runners provided grant to Running Club
 - Board voted to approve \$200 for property insurance (up to \$25,000) to cover materials such as Emergency Preparedness materials, auction items, running club items, basketball uniforms, etc. Fee prorated as buying after policy year started..
 - Basketball totals includes income from this year. Most people donated the amount suggested. Brad had a question regarding carry over of unspent funds from last year. The 2018-2019 budget did not carry over unspent funds from previous year. Carry over of unspent funds is not typically the procedure when planning yearly budgets. It was encouraged to spend all funds prior to 6/30. If more funds are needed, a budget adjustment can be voted on with the unspent funds from last year being taken into consideration in the approval process.

- Auction Committee Report
 - Working on donations for auction items; need more live items, e.g. ski cabins, beach house, experiences, etc. List split out for auction team to contact for silent auction items. Want at least 7 items for live auction. Currently have a beach house and farm house in Gorge.
 - Website has link to donation forms.
 - Put auction table in lobby with tracker to show progress on procurement. Kendra will make tracker to track number of items, sponsors. Add pictures of what's been donated to spark interest.
 - Next meeting 16 Jan at the Loft.
 - Streamline is handling all the computer and software tasks.
 - Biggest focus is auction items, especially live auction items.

- Hospitality
 - Conference week teacher events were a great success. Came in under budget due to generous donations from parents. Very appreciated by the staff.
 - Next up are kinder connect events coming up in February. PTA not present at these in the past, but will be this year. Martha and Emily will attend with info on the PTA, in English and Spanish; highlighting the extra events and activities available at Atkinson. May speak after general presentation with more info available at the table.
 - Kinder open houses also starting in February. Would like to have PTA be present at the tours to explain extra activities available at Atkinson.

- Special Committee Reports
 - Amigos
 - Three Kings Day was cancelled due to timing; looking at modifying how the holiday is celebrated at the school. Meeting next Friday to discuss future of the celebration. Will be back next year.
 - Next event is Children's Day in April.
 - Outdoor Learning Garden
 - Jan theme - birds and art
 - 3rd grade pizza day Jan 25; looking for volunteers; Malia 20-20-20 model is working really well. Brenda has heard only positive feedback from teachers
 - Abernethy visitor came for a visit as they lost their teacher due to lack of support from the teaching staff. Goal was to learn about the Atkinson Garden program.
 - Kathryn will mention OLG program at next staff meeting stressing need for a co-organizer to take care of the administrative duties.
 - Concern was raised that the 20-20-20 model is not using the outdoor arena; also noted that the group intro has many benefits to learning process.

- Looking into grants to replace garden beds as they all need to be replaced. East Multnomah Soil and Water Conservation District has small grants available to support school gardens. Malia has done these before. Erik will put together total number and supplies needed. Home Depot and Lowes also have programs available.
 - T-shirt sale is planned as a volunteer has committed to this fundraiser.
 - Earthquake Preparedness Committee - no updates
 - Atkinson Kids Basketball Program
 - Now into the game portion of the season.
 - Lots of volunteers to handle various aspects
 - New features - 4th and 3rd grade all star games in addition to the 5th grade game
 - K-2 now have two nights designated as an open gym; Monday and Friday 5:30-6:30; requires a PTA coach there, parent/guardian needs to stay; dribbling and shooting; raising awareness for the program; ends in March; Kendra will submit language for the FYI. Kids still need to be registered via the online form or print form available on the board or at practice.
 - Lunar New Year Cultural Night (Van Cooley)
 - Feb 15, 6:30-8:30
 - Decorate lobby 1-2 weeks prior; looking for volunteers to help; picked up new decorations; will be one day the first week in February
 - Year of the Pig
 - Made connection with Pano; starting conversations to increase cultural performances;
 - Need volunteers for making salad rolls day of event
 - Students from Franklin will help with craft stations.
 - Yearbook committee would like to set up a photobooth at the event.
 - Running Club - not present
 - Chess Club Update - not present for update
 - Talent Show
 - Kendra organizing, reaching out to a number of people to help out. Maybe reach out to Mimi for help with technical sound help.
 - 22nd and 23rd of May
 - Kendra will look into performing at assembly
 - There will be a strict deadline for signup (TBD)
- Volunteer Coordinator Report
 - Kendra shared language regarding need for volunteer to run the OLG program from an administrative standpoint. Becky is stepping down at the end of this school year. Erik is staying on as a co-chair. Anyone can be a PTA member, and chairs need to be a PTA member. Could even be a grandparent.
 - PTA should reach out to community to extend involvement in the PTA.
 - Need 5 people to commit to volunteer at the Clothing Closet on March 7, 9a-1pm;
 - One person applied for a scholarship to Vibe studios but needs answer by Friday. Brenda is the only one who can verify if the the person qualifies. Kim J will follow up.
- Announcements
 - **Friday, January 18th**, Amigos Mtg. 9-10am
 - **Friday, January 18th**, OLG Tend Mend Mingle 9-11am, OLG Mtg. 11-12pm
 - **Friday, January 25th**, 3rd Grade Pizza Day in the Gardens
 - **Friday, February 15th, 6:30 pm – 8:30 pm**: Lunar New Year Cultural Night @ Atkinson
 - **Saturday, March 16th**, Atkinson PTA Auction @ The Loft at 8th Ave.

- Etc.
 - What is status on artist-in-residence? Parents can email Sarah and Brenda for more information.
- Adjournment @ 7:55pm.

****Next PTA General Meeting: Tuesday, February 12th, 6:30 pm – 8:00 pm**

Prepared by Kathryn Warner, Secretary

Attachments:

Sign in Sheet (Attachment A)

Standing Rule Proposed Amendment, Section 16 Nominating Committee) (Attachment B)

Budget Report (Attachment C)

Presented on 2/12/19_____.

Approved as Written

President

Secretary