

General MEETING Minutes

Atkinson Elementary PTA

General Membership Meeting

Date: Tuesday, February 12, 2019

Time: 6:30 p.m. – 8:00 p.m.

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

- Call to Order - President Kim Jarema called to order the general membership meeting of the Atkinson PTA at 6:35pm on February 12, 2019. The meeting was held in the school library and a quorum of members were present. See attached sign-in sheet (Attachment A)
- Approval of the January Meeting Minutes David Jimenez motioned to approve, Kim Medic 2nd; approved unanimously as presented
 - Minutes will be translated into Spanish from here on out.
- Principal's Report
 - Music teacher may come to a future PTA meeting to talk about curriculum. Concern raised about the younger grades.
 - Reunification Drill and EP Committee Responsibilities - A meeting will occur on March 4 between the principal and Emergency Preparedness Committee Chair to review responsibilities of all parties
 - Playground staff
 - previously hired staff is now a student teacher in 2nd grade, they are looking to hire another person to help with recess time.
 - January report
 - PPS Student Teacher program is currently on hold - No new student teachers; also principals do not have input on where students are placed.
 - PE Increase of Requirement and Space Status
 - Gym mandate is unreachable in most schools in Oregon, this is the only subject with mandated hours
 - Tuesday is the extra gym day, with two teachers
 - Room off of gym is used for yoga, stretching, etc.
 - Mindfulness activity counts towards requirement.
 - Status of Run for Atkinson, Arts
 - Brenda meeting with staff on getting agreement on what kids should know. Grade level teachers met to come up with a list. Teachers are very emotional about this issue with regards to requirements.
 - Funds going to plays (1st grader day was cancelled due to snow day; Brenda will look into the statement that it can't be re-scheduled)
 - Funds are still available for artist-in-residence and that has been relayed to teachers.
 - Need to differentiate between craft project and art project.
 - It was suggested that Run for Atkinson art funds be used for professional development for teachers in regards to art to empower them to utilize it more in their classrooms.
 - PPS is purportedly working on a curriculum plan. Need articulated art plan, especially tying into curriculum requirements and weaving art into their priority curriculum planning. Need to consider the breadth and sequence of what is taught.
 - Appreciation was expressed for trying to work art back into curriculum planning. Especially for equity issues for those families that can't afford outside/private art classes.

- Site Council and Foundation Responsibilities
 - Site Council consists of classified staff, certified staff, and parents
 - Current council is struggling with teacher representation. Bargaining agreement stipulates that teachers be compensated.
 - Working with parents to see about switching meeting time to during the day may improve participation with teachers.
 - Recently developed by-laws to stagger positions, for two years.
 - Require equal representation between neighborhood and immersion program.
 - Advisory board to the principal. The council looks at school data and professional development proposed. Comprehensive Achievement Plan (CAP) and determines if the plan is addressing the needs of the school. Brenda meeting with school leadership team to discuss the CAP.
 - Foundation
 - started about 25 years ago.
 - All Hand's Raised receives a portion of fundraising (if above a certain amount) for equity purposes
 - This is the only mechanism for a school to raise funds for FTE
 - schools like Atkinson that are at or just above the Title 1 status are hardest hit as we don't have the ability to use Title funds but also not having the affluence to bring in large funds for FTE
 - Recognition that teachers are not involved in the PTA. Looking at having teachers be part of committees to help with certain events. Some schools require teachers attend one PTA meeting throughout the year so there is a teacher present at the meetings. Kathy Warner has started attending staff meetings to bridge the gap between teachers.
 - Outlook for Next Year's Staffing / Budget Announcement Timing was not provided.
- President's Report
 - Planning process for next year's programming
 - Budgeting in March
 - Currently working with Committee Chairs regarding programming and funding needs for next year
 - Outdoor Learning Garden contract proposal (Attachment B) for next year's programming is in negotiation with proposed minimum 25% price increase to sustain current programming. Becky, Chair of Garden Administration, is involved as is Principal Fox. Grow Portland, our contracted garden educator, introduced a new pricing structure. A number of questions were raised:
 - Do we pay the extra to sustain current programming or stick with current budget and reduce programming?
 - Need strong volunteer force on top of contract to staff the 'special event' days, e.g. cooking days, earth day.
 - Special meeting on March 5 @ 6:30pm (in library, no childcare) to talk more about what to do with the Garden Program and how the PTA can fulfill the requirements of the contract.
 - New contract changes structure of classes to 45 minutes per class, not breaking the class into two groups. Need buy in from teachers as they will now be with the class. GP trying to standardize the structure across all schools.
 - GP ranked Atkinson in the highest bracket of their sliding scale cost structure, based on free and reduced lunch percentage (<30%)

- Brenda suggested a survey of the teachers to get their input. Abernethy had a program but teachers didn't support it so the program ended.
 - OLG classroom volunteers - what classrooms have these reps? Why are these not an acceptable substitute for the teacher during the outside time? Rule that Melia cannot have more than 16 kids outside on her own; therefore need the guarantee of another adult. All but one classroom has a garden rep.
 - Why does the program need to be standardized across all schools?
 - Atkinson's program is unique. OLG started as a parent run program, and over the years, worked with Earth Art Ag (OutGrowing Hunger) to form a garden program, and Earth Art Ag has now merged with Grow Portland.
 - Sudden change is hard to accept given the history with the program.
 - Want to gather input from the parents and teachers before meeting with GP again.
 - We need to decide what to cut/keep or pay the full GP proposal.
 - OLG is a large selling point for parents thinking of sending their student(s) to our school.
 - For same price we are paying now, we would get the garden classes but no special events.
 - There are some grant possibilities to supplement the increased cost.
 - Budget will happen after the auction when the income is known and GP decision will be based on ability to pay, principal/teacher/parent input.
- Treasurer's Report (Attachment C)
 - Misc/Transactions/Dine Out
 - Paid balance due of GP Invoice for current year's programming
 - Hopworks dine out brought in ~\$400
 - Fred Meyer quarterly check came in
 - Sponsorships to auction and early ticket sales ~\$3900
 - April 9th presentation of the draft PTA budget for 2019-2020 school year (with a vote to approve it in May). Budget planning relies heavily on the auction income outcome.
 - Vice President's Report
 - Update on elections of PTA Officers for 2019-2020 school year
 - Role of Nominating Committee for Elections for the 2019-2020 School Year - look for nominees to fill elected positions for those that terms are expiring
 - Vote to elect 3 members to serve on Nominating Committee
 - Nominees for nomination committee are: Martha Almendarez-Langland, Robin Romer, and Kendra Tipton. Nominations from the floor: Melissa Soll as alternate in case of illness or if someone needs to step down.
 - Motion to elect, Beth; 2nd by David Jimenez, vote passed unanimously.

- Volunteer Coordinator Report
 - Open Positions
 - Recognition of those in attendance of dedication to the school.
 - OLG chair position is highest priority. Becky is willing to stay on through summer to transition with the new person. Chair position is focused on the administrative tasks, including scheduling, volunteers, running committee meetings, budgeting, etc. Co-chair - Maintenance assists with maintaining all gardens on property via Tend, Mend, and Mingle events)
 - Two treasurer positions are also open. Having two treasury positions is a benefit in terms of check and balance of accounting and for position turnover/training/support.
 - Volunteer coordinator
 - Website coordinator
 - We need to fill the positions to share the responsibilities of making sure everything runs smoothly.
 - Melissa passed out sign up sheet for informal meetings at Rain or Shine so people can learn more about the details of the open positions. Sign up sheet is also on the PTA bulletin board.

- Vice President of Communications
 - March for Our Students in Salem on February 18th, President's Day
 - Teacher union is organizing a bus to Salem to show support to fund our schools
 - Sign up sheet with Alisha Chavez, SPED K-2 Staff (Room 109) has information on free busing to event. Families are encouraged. See your email from PTA on February 2nd.
 - Send Kim J email if interested or contact Alisha
 - After-School Programs – Visit our PTA Website to see after school program listing and scholarships. Enrollments in next term are in process and scholarships are available to those who qualify for free and reduced lunch.
 - Lots of different classes are currently available

- Hospitality Report
 - Kinder Connect and Open Houses (PTA Viewpoint)
 - Kinder Connect doing great. Had full cafeteria this past week. Had lots of questions regarding sustainability.
 - PTA Board Members are partnering with Brenda during Friday open houses to give inside input to parent's questions from a parent's perspective and bring awareness to extras available at Atkinson.
 - Asking kinder teachers special questions during tours has been very helpful
 - Set tour guide to highlight all parts of the school
 - PTA Hospitality Chair(s) are setting up kinder playdates for summer time.

- Committee Reports
 - Auction Committee Report
 - Planning is going well.
 - \$6k in sponsorships
 - Recommend organizing a table for the class or with other parents
 - \$40 right now, \$50 on the 2/24, \$60 1 March
 - reminder - it is an adult only event
 - good on classroom projects; Anibal Rodriguez needs help with her class; Alisha planning a SPED project.
 - 6 good live auction items, would love a mountain cabin if anyone knows; Timbers and Thorns; Honl Tree (also a sponsor)
 - Menu is Indian to best accommodate many options
 - Atkinson parent hip hop dance may be performed if the attendees raise enough money during the paddle raise portion of the evening.
 - Earthquake Preparedness Committee Report
 - Molly stepping in as Co-Chair to replace Jamie Busch who will be leaving Atkinson for middle school at the end of this year
 - Meeting is planned with principal to see how PTA can help with re-unification drill
 - Lunar New Year Event on February 15th
 - everything is going according to plan
 - reached out to list of volunteers but did not get responses. Melissa will reach out to them again. Need help with set up between 6-6:30.
 - Franklin HS students coming to help out
 - Food orders in
 - OLG salad rolls by 5th graders. Need volunteers. Melia reached out to teachers to seek volunteers.
 - Lion Dancers; arts and crafts in the gym are planned
 - raffle prizes coming together - Baxter Sports donating a full week of summer camp
 - Catered event
 - Principal can cancel/move champions to gym in the future, with enough notice.
 - Outdoor Learning Garden (see above)
 - Chess Club
 - going well
 - still about 30 kids
 - Mr. Barr doing simple learning lessons each week to introduce concepts. Mr. Alan is also there helping out.
 - Will seek out additional parents to support the program
 - If closed on Monday, bumps to Wednesday.
 - There is a local tournament; trying to assess if there are kids interested in going or who need encouragement to go.
 - Next year - working out what next year will look like; physical space limited as of now. Currently 2-5 grades.
 - Basketball
 - K-2 still going on; M and F, 5:30-6:30; enter through gym door by dumpsters

- Amigos
 - meeting on Friday Feb 15
 - Know Your Rights workshop being planned; most likely in March or April. Are non-Atkinson community members available to come? Want to make sure the meeting is a safe space for the school families to attend therefore it most likely will be for Atkinson community.
 - Amigos meet every 3rd Friday of the month in the cafeteria.
- Other
 - Talent show - need to see if this can also be done during the school day too as an assembly. Need to see if daytime show can be supported by the talent show chair. Maybe do the dress rehearsal during the day. Will talk with Kendra.
- Announcements
 - **Tuesday, March 12th, Dine Out Fundraiser** at Pizzicato, 6042 SE Division - All Day
 - **Friday, February 15th, Amigos Meeting** 9-10am
 - **Friday, February 15th, Outdoor Learning Garden Tend Mend Mingle** 9-11am,
 - **Friday, February 15th, Outdoor Learning Garden Committee Meeting** 11-12pm
 - **Friday, February 15th, Lunar New Year Celebration** at Atkinson 6:30 pm – 8:30 pm
 - **Saturday, March 16th, Lights, Camera, Atkinson! Fundraising Auction** (*Adult Only Event*)
 - **Tuesday, March 19th, 5th Grade All Star Basketball Game**
 - **Friday, March 22nd, 4th Grade Causa Cooking Day in the Gardens**
 - **Friday, March 22nd, Basketball Banquet**
 - **Thursday, April 4th, Emergency Preparedness Committee Meeting**
 - **Friday, April 5th, Earth Art Day Grades 3-5**
 - **Tuesday, April 9th, PTA General Meeting**, 6:30 pm – 8:00 pm
- Adjournment @ 8:11pm
- Attachments
 - Attachment A - Sign In Sheet
 - Attachment B - Outdoor Learning Garden contract proposal
 - Attachment C - Treasurer's Report

Presented on **4-9-2019 - Approved as Presented**

Approved as Written

President

Secretary