

## Meeting Minutes

Atkinson Elementary PTA

General Membership Meeting

Date: Tuesday, April 9, 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 April 9th, 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 February Meeting Minutes
  - Robin motioned to approve as presented. Beth seconded. Approved unanimously.
- Principal's Report
  - Look ahead to 2019-20 school year – Budget/Staffing Announcement
    - Atkinson faired well for next year with no loss in staffing.
    - Most schools staffed half time for library staff. We have a full time position. Library assistant and library teacher. Lori will be half-time tech smart and half-time literacy instructor. Working on professional development, especially an art plan rolling out next year hopefully by Q2.
    - Keeping two intervention teachers.
    - New reading curriculum is taxing teacher's time; plan is for Lori to assist as the literacy instructor.
    - Hiring right now for next year. One 4-5 split, as Mrs. D'Agostino is moving to first grade position behind Mrs. Parr. There are a couple more positions but those leaving are not publicly announced yet.
  - Reunification Drill Update
    - Thanks to PTA EP team for getting the school ready.
    - Evaluating what is needed in prep for Friday.
  - Run for Atkinson Date
    - May 10
    - Money goes to foundation.
    - Funds basics for the school.
- Treasurer's Report (Attachment B)
  - Two checks came in for recent dine outs.
  - Funding Proposals
    - Board Approvals of submitted funding proposals for Jump Rope Club (\$170), Psychologist (\$200), Talent Show (\$100), Teacher Appreciation Week (\$200)
      - (Attachments C, D, E, and F)
    - Vote to Approve Dia De Los Niño's Funding Proposal (\$650) (Attachment G)
      - Increasing funds to match actual expenses - Total Budget of \$1150
      - Working on making the event fully exclusive (Including Intensive Skills Class).
      - Adding more entertainment and will have fundraising option at event
      - Motion to approve by Emily Lily-White. Beth Seconded.
    - No Discussion, Approved unanimously.
- Vice President's Report
  - Nominating Committee Report (Attachment H) presented by Nominating Committee Chair, Martha Langland-Almendarez; Election May 14
    - Treasurer - Beth Weingardt, accepts nomination
    - Assistant Treasurer - Christine Steele, written acceptance

- President's Report
  - Outdoor Learning Garden Contract Update
    - March 5 meeting consensus was to continue with program. Current plan is to move forward towards signing contract for 2019-2020 School Year. Teacher Survey was sent out with 5 teacher responses therefore majority seems to be okay with 45 minute, teacher participation change proposed by Grow Portland. Principal Fox has approved moving forward with contract.
  - PTA Budget Proposal for 2019-2020 school year (Vote at May Meeting) (Attachment I)
    - Changes proposed for next year per submitted 2019-2020 work plans
      - increased teacher appreciation line item
      - added Kinder meet n greet funding for refreshments
      - increased Amigos events
      - Teacher supplies increased to \$200 for certified teachers
      - Added talent show and chess club line and funding
      - increased OLG budget to accommodate proposed contract
      - increased insurance coverage for inflation
      - decreased cob bench funding
      - Auction line item
        - made more this year than budgeted; expenses came in under budget
        - increased budgeted income for next year
        - increased expense for vacation rental cleaning
  - PTA Calendar Planning for 2019-2020 School Year
    - Developing dates now for next year's events.

#### Volunteer Coordinator Report

- Appointed Position needs
  - Need events chair for OLG, Danielle Engles is interested in OLG - Administration Position
- Event Needs
  - Buckman auction needs 7-8 volunteers.
  - Running club looking for co-chair next year.
- Thank yous
  - president Kim for working OLG contract
  - Auction Committee
  - Earth Day volunteers

#### Special Committee Reports

- Chess
  - There has been some drop off in attendance; Figuring out how to ensure attendance with incentives. Therefore looking at offering prizes for attendance/end of year prizes. At this time there is no longer a wait-list at this time, send enrollment requests or interest in helping staff program to [AtkinsonChessClub@atkinson.org](mailto:AtkinsonChessClub@atkinson.org).
- Amigos
  - Dia de la Niño's, Friday April 26 at 6:30
    - Adding entertainment & making inclusive for all students, 20 volunteers via Franklin Latino club
- Auction
  - Upcoming recap meeting in two weeks; looking for volunteers for next year - please join.
  - Income was higher than expected.
- Talent Show May 22 and 23, 6:30 each night
  - Atkinson's Got Talent Theme; Information is going out soon to parents/kids.
  - Technical side should be covered; K-5, two minutes per act.
  - one rehearsal beforehand, mandatory

- Teacher Appreciation Week
  - May 6-10, Breakfast on Monday; lunch catered on Thursday; throughout week will have specials; fill teacher room with supplies throughout the week; card writing station in entrance way with bags for each staff member; each classroom rep is organizing thank you's for classroom teachers.
- Misc comments from members
  - PPS has four open seats for board next year. Open Forum this Thursday PPS headquarters. Another open forum on Saturday at 2pm Maranatha Church. Vote is May 21.
  - Want to start discussions for a drama club, Zarya's daughter's choir director (Shine Choir) offered a free concert on May 2. Has not heard back from Brenda.

Announcements

- **Thursday, April 4th, Atkinson Preparedness Meeting.** – Cafeteria. – 6:30PM – 8:30 PM
- **Friday, April 5th, Earth Day Celebration in the Gardens,** Grade 3-5
- **Monday, April 8th, No School** – Teacher Planning Day -
- **Tuesday, April 9th, Dine out @ Atlas Pizza** – SE Division St. - 5:00 PM - 9:00 PM
- **Tuesday, April 9th, PTA General Meeting** – Library. - 6:30 PM - 8:00 PM
- **Friday, April 12th, REUNIFICATION DRILL - 1:00 PM**
- **Friday, April 19th Outdoor Learning Garden - Tend, Mend, And Mingle. 9:00 AM - 10:00 AM**
- **Friday, April 19th Outdoor Learning Garden - Committee Mtg. Rain or Shine 11:00AM-12:00PM**
- **Friday, April 19th Amigos meeting** – Cafeteria - 9:00 AM - 10:00 AM
- **Monday, April 22th, Running Club Assembly with Bowerman Track Club, K-2(then 3-5) Cafeteria –1 PM**
- **Friday, April 26th, Earth Day Celebration in the Gardens, Grade K-2**
  - parent participation is welcome
- **Friday, April 26th, Dia del Nino Celebration, - Cafeteria - 6:30 PM – 8:30 PM**
- **Friday, May 3rd, Spring Garden Work day, Grade K-1**
- **Wed., May 8th, Teacher and Staff Appreciation Brunch**
- **Friday, May 10th, Atkinson Science Fair**
- **Friday, May 10th, Run for Atkinson Fundraiser**

Adjournment at 7:55pm

Attachment A - Sign In Sheet

Attachment B - Treasurer's Report

Attachment C - School Sponsored Activity (Jump Rope Club)

Attachment D - Supplies Non-Certified (Psychologist)

Attachment E - Talent Show

Attachment F - Teacher Appreciation Week

Attachment G - Dia De Los Niño's Funding Proposal

Attachment H - Nominating Committee Report

Attachment I - 2019-2020 Proposed Budget

Presented on **5/14/19** \_\_\_\_\_

Approved as Presented ~~or Amended~~

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President

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Secretary