

# MEETING MINUTES

Atkinson Elementary PTA General Membership Meeting

Date: October 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. A quorum was met. See Sign In Sheet (Attachment A)
  - Introduced board members
  
- ❖ Approval of the September Meeting Minutes
  - Approved as submitted
  
- ❖ Reports
  - Treasurer's Report
    - Budget/Transaction Report (Attachment B)
    - Approval of 2018-2019 Year End Report & 2018-2019 Audit (Attachment C)
      - Noah Bishop and Carissa Harrison performed the audit.
      - Two voided checks were missing but found in another file.
      - Motion to approve the Year End Report by Kim M, 2nd Harmony; Approved unanimously.
      - Motion to approve the Audit; 1st motion Beth, 2nd Harmony; approved unanimously.
    - Board Approval of Funding Proposal for Social/Emotional Learning for 1st Grade. Cost is approx. \$118.
      - First grade teacher cohort submitted budget request for teaching materials for new social-emotional learning curriculum. Books will be available in the first grade classrooms.
  
  - Principal's Report
    - Lead/Water Status at Atkinson
      - Highest detection was 3.0 with testing limit of 0.20. All classrooms were tested.
      - Will test every three months to ensure the water is safe to drink.
      - There are all new pipes in the fountains.
      - District webpage was just updated with current results. Kim J will email out the link.
      - Water pilot project to test water bottle fillers at four schools. Staff has been asking about getting these for Atkinson. May be from the recent bond measure under health and safety.
    - Principal Hiring Status
      - Jennifer starts on Monday the 14th.
      - Jennifer and Liz are meeting tomorrow off site to exchange info before Liz's last day.
      - Jennifer will attend November PTA meeting
    - No principal coffee tomorrow due to another meeting.
    - Foundation money from last year's Run for Atkinson is here at the school and was not sent to All Hands Raised. This will be worked out with the new principal.
    - Atkinson newsletter developed by 4th grade girls. It was distributed to 4-5 classrooms. A great example of writing skills in the upper grades.
    - Buzzer. Liz has asked and pushed this up the chain, but does not have a date for installation.
    - Smarter Balance

- testing results for last year's 3rd and 4th graders sent out recently. Two parents indicated they received the results.
  - Liz displayed school wide test results. Teachers using data to set goals for teaching this year.
  - Lots of new assessment methods coming up.
  - Test results include SPED and Spanish immersion classes.
  - One area of discussion during goal conferences has been writing. This has been the area identified across the board as an area to improve. Do any students participate in writing contests? No one indicated knowledge of any participation. What inspires kids to write is different for every child.
  - There are still focus teams of teachers to lead events throughout the school year.
- President's Report
- Atkinson Spirit Wear
    - Principal's office indicated more than happy to have PTA take the charge on this one. Some schools place orders whereas others have this done by a vendor. Need someone to take the reins on this item. Will there be a scholarship option to help with affordability?
  - SE Tabor Neighborhood Mtg. Safe Routes to School Concern (Attachment D)
    - Traffic is too high to make a greenway.
    - Intersection of concern is the focus of the meeting on the 15th.
    - Oct 15th (7-8:30 @ Trinity Fellowship Church on 67th)
  - Foundation is separate from PTA. Funds raised for staffing needs. Parents are chair and treasurer. Caution from Liz to keep in mind is not to call out specific staff positions. What's the advantage of Foundation running Run for Atkinson if the money isn't going to a staff position? The next LSF meeting is Oct 30. Funds in the past have been used for artists in residents and other art programming. Page 220 of PPS budget book shows how Atkinson's dollars are spent. Harmony will send link to the document.
- VP Planning Report
- Open Board Positions (Volunteer Coordinator, Programs Chair, Fundraising Chair)
    - Volunteer Coordinator is a much needed position. Melissa (previous volunteer coordinator) is happy to chat with anyone interested in the position.
  - Nomination committee
    - Elected Board positions that will be open at the end of this school year are: President, VP1, VP2, Treasurer, Secretary.
    - Kim Medic seeking three people to serve on the committee to help recruit people for the upcoming open board positions.
    - Can meet with interested individuals to talk about expectations for involvement of the board positions.
    - Committee members need to be voted on.
    - Usually not all positions turn over at the same time.
- VP Communication Report
- Classroom Rep Duties and Needs
    - Representative for each classroom
    - help teacher with classroom tasks and organize parents
    - help with teacher appreciation at the end of the year
    - help organize classroom project for the auction
    - Kim J will send out via email and on FB page.
    - point person for the classroom
- Hospitality Report
- Teacher Conference Lunch

- Last week in November. Lunch on Monday, breakfast Tuesday. Taco bar for lunch
- Need donations of food or supplies
- Need help with set up and clean up.
- Martha passed out signup sheet.
- Detailed instructions will be sent out in advance.

➤ Committee Reports

- Outdoor Learning Garden
  - Garden is shaping up
  - New soil and beds
  - New educator is learning the new system and new school.
  - Need help with classroom garden days. Lots of slots are still open. Sign up sheets are located at the door of each classroom. Need to brainstorm ways to fill the slots. Please spread the word.
  - K-2 Garden to Cafeteria: helped with harvesting, planting, experience food from the garden
  - Next two months, Danielle is teaching on Fridays. Tend, Mend, and Mingle is Fridays. Garden meeting will be Wednesday at drop-off for October and November.
- Basketball
  - sign up just started
  - also offering program to K-2, but seeking volunteers to help out with this age group
- Amigos (Dia de los Muertos Celebration Oct 30th)
  - Right after school with delicious beverages
  - October 21 and 22 altar set up after drop off
  - Encourage parents to bring memories of loved ones who have passed.
  - Meeting at Allison's house to prep food and beverages on the 30th.
  - After care kids are provided a chance to participate via leftovers.
  - Art teacher doing school wide Dia de la Muertos art project. Teacher seeking assistance for help prep for the projects.
  - Cultural equity training for board
  - Might have cultural equity training school wide. Focus on inclusivity at the school.
  - Consider reviewing calendar for mindfulness of conflicts to
  - Amigos: meeting on Oct 10 is cancelled, to be rescheduled.
  - Auction April 4, first planning meeting on Oct 17.
  - Levy up for a vote this fall; ballots need to be mailed by Oct 30 or dropped off Nov 5. Funds about 800 staff district wide. Get out the vote!!! Happy hour on Thursday to support. Harmony will post on the FB page.

❖ Adjournment

❖ Attachments

Attachment A: Sign In Sheet

Attachment B: Budget/Transaction Report

Attachment C: Approval of 2018-2019 Year End Report & 2018-2019 Audit

Attachment D: SE Tabor Neighborhood Mtg. Safe Routes to School Concern

Prepared by Kathryn Warner, Secretary Presented on 11/12/2019.

Approved as **Written**