



Meeting Minutes

December 6 , 2018 8:15 am

Board Members:

Morgan Luccio - President
Rachel Raab - Vice President
Jenny Douglass - Communications
Carli Weckerly- Secretary
Amy Lesyk - Treasurer

Tiffany Yandt - Fundraising
Heather Reeves - Volunteer Coordinator
Charise Weller - Hospitality Coordinator
Katie Locke- Teacher Liaison
Tim Smith - Principal

PAC Calendar Dates

- Dec. 14 Popcorn Friday
- Dec. 20- Jan. 3 Holiday Break
- Jan. 3- PAC Meeting
- Jan. 10- Kick off Carnival Meeting - place and time TBD

Presidents Report

- Joint PAC Meeting Recap
 - Great information about district changes. Each elementary school PAC shared their activities, goals, achievements, and challenges
- Carnival Coordinator Meeting
 - PAC needs to identify a goal for this years Carnival fundraising. Last year the playground cover was the goal. Brainstorming ideas include:
 - updating playground equipment (seems to be forerunner)
 - leaderboard
 - turf
 - 6 ft high cyclone fence around playground
- Janet Robrechet - donated Cinch Sacks to El Salvador outreach
- Lightspeed Technologies (Vote) -
 - Hearing systems for each classroom
 - Currently we have a hodge-podge system that doesn't work well. Tim has worked with Lightspeed previously. This system would support all children and special needs kids. The units are called Red Cats and the price is \$988 each (typically \$1100). They are easy to install and come with a 5 year warranty. The only maintenance is replacing the rechargeable batteries which would come from the school's general fund.
 - Other benefits are the teachers save their voices and kids can use the microphones.
 - Cost is \$14,842 and would come from Fun Run funds.
 - Jenny moves to fund, Heather seconds, all board members in favor.

- Motion passes unanimously.
- PAC T-shirts at Adams Screen Printing
 - PAC members paid for their personal blue PAC T-shirt.
 - Anyone is welcome to purchase their own, especially carnival volunteers are encouraged to have one.
- Parking Lot
 - Drivers have not been following the drop off and pick up procedures recently. They have been blocking handi-cap spaces, parking in the drop off zone, double parking. Kids are exiting cars from the drivers side into on-coming traffic. They also have been turning left onto Sunset, when they should only be turning right.
 - Proper procedures include:
 - Painted red - cannot park there
 - move forward in line
 - Ideas to help re-educate drivers on proper safety measures:
 - Have volunteers direct the traffic and enforce the safety rules. Tim suggests that this does not have to happen every day - 2 week intensive volunteering then randomly over the year to keep it top-of-mind. The staff have been helping at the afternoon pick up.
 - Starting Monday 12-10 until 12/19 and repeating after Winter Break.
 - 7:30-8:00am
 - 3 volunteers wearing orange vests
 - Heather will add this to help counter
 - Create half sheet with the procedures to distribute to parents during drop off and pick up.
 - Reward those who follow the procedures, Positive and pro-active approach rather than negative:
 - Hand out Dutch Bros gift or just a thank you note.
 - Remind parents we are trying to keep the kids safe. Middleton just had an incident where a child broke a leg because of unsafe parking lot activity.
 - Educate parents. Diagram to help Kindergarten / new parents to help them understand the parking lot procedures. Distribute this at the Boo Hoo breakfast.
 - How do we communicate this to 3rd party vendors? We can educate and make a difference, but it's not going to be perfect.
 - Ask our resource officer for some suggestions and help us enforce and educate drivers
 - Have teachers review parking lot proper procedures in class.
 - Create a video to show the kids

Financial

- Square One Acquiring
 - Point of Sale system. Would like to have 10 devices on hand to charge credit cards at the Carnival, may be able to get some free ones.
- FUN RUN!!!!
 - Gross Income = \$81,121
 - Expenses = \$9,191 (less than last year!)
 - Net Income = \$71,930
 - Distributions

- \$75 / student to each teacher
 - Jenny requested from the teachers to give a general overview of where the \$75. It would be interesting to see the difference between Kindergarten and 5th grade expenses.
 - \$5200 granted to common areas
- Playground project cost \$55,574 from 2 years of Carnival.
- \$26,09.11 retained after all payments
 - PAC is required to have a \$20,000 balance at the end of the year (7/31) according to Bylaws
- PAC believes it's important to spend the money on the children that raised the funds. It does no good sitting in a bank account. These families have worked hard to raise the money and should enjoy the benefits.
- Tim acknowledges and appreciates the vision and transparency of this board and previous boards.

Fundraising

- MudPuddles Shop for your School
 - No funds received yet - MudPuddles waits to distribute the funds until after the return period.
- Love Bites Fundraiser
 - Choose a date, Archer Glen gets 10% of sales.
 - They provide flyers
 - Date will be chosen around Valentines Day.

Hospitality

Battle of the Books - Only 10 teams this year. Charise would like to have some sort of participation trinket / acknowledgement. Recognition for participation, can use OBOB logo. Email Charise directly ideas.

Request for Funds

Dale Hazenberg - Request to Fund 4th grade Oregon Trail Overnight.

- This is a field trip that is not required by the curriculum or the district. Requesting \$9856 (after SEF contributes \$2000). PAC has a budget item of \$4000 for this over-night field trip, increased last year from \$3000. PAC will contribute \$4000, This is an ask for an additional \$5856.
- Amy moves to maintain the \$4000 contribution and not to fund the entire amount, Heather seconds the motion, all board members in favor. The parent ask is \$62 per child. Parents have the option to give more to help fund other children, in the past this has worked well. The movie night fundraiser has been discontinued and there are no fundraising efforts for this trip planned.

3rd grade team - OMSI field trip to planetarium.

- The 3rd grade teachers will cover \$1000 split between 4 classes. They are asking for \$414 (\$3 / kid).

- In the past, PAC funded a 3rd grade field trip that was discontinued. \$200 is already in the budget for 3rd grade field trips (youth philharmonic).
- Morgan motions to increase this budget item \$214 for a total of \$414. Heather seconds. All Board members in favor.
- Will make a motion at the end of the year to increase this budget item moving forward.

Principal's Update

We are up to 590 - 4 more kids enrolled before winter break.

Early release next Wednesday. The 19th is the last day before Winter Break. Report cards are coming home this Friday. Reminder to monitor your child's attendance. Last year we had a 91% attendance rate which was down, 2% from year before.

Great site council meeting - engaged in equity. How do we reach all sub-populations in our school? Culturally responsive teaching. Raise awareness upcoming PD day.

Adjourn

In Attendance: All Board Members (except Rachel Raab) Meagan Bise, Kelly Scott, Melissa Maciejewsk, Lisa Barge, Danielle Bailey, Monica Matlock, Christina Wallace, Kristin Trerise, Heather Funderhide.