

## **PTSA Board Meeting Minutes 5-9-12**

The meeting was called at approximately 6:30 p.m. The following people attended the meeting:

Liz Hardy, Heidi McNamee, Cindi Carrell, Eric Herr, Matthew Latterell, Elizabeth Levi, Michael Jansa, Neeley Wells, Chena Mesling, Dana Buhl, Beth Azar, Mario Galindo, Kim Jarvis, Heather Mattioli, Justine Light, Sue Lyon-Myrick

A motion to approve the minutes of the April 11 Board meeting was made, seconded and passed by a unanimous voice vote.

### **1. Run/Walk and Foundation Fundraising**

Liz reported that logistics and planning for the K-5 Run/Walk are looking good.

The Board engaged in a discussion regarding our goal for this fundraiser and how to present that goal to the community particularly in light of the fact that PTSA will be initiating its donation ask at the end of the school year in addition to the Fall.

Heidi explained how the PTSA expects to handle the back to school ask: a “soft ask” at the end of the school year with a more solid ask in the Fall. This would not overlap with fundraising for the Run-Walk but will be close in time.

Heidi led a discussion regarding dedication of funds to SES’ account with the PPS Foundation. She provided an explanation of foundation funds and updated the Board on the current status of FTE funding at SES. There was further discussion of whether Run/Walk funds should be dedicated to the Foundation but the consensus was that this should remain a general PTSA fundraiser.

The paperwork for Run/Walk will go into teachers’ boxes. Additional information about the Run/Walk will go up around school next week. The K-1-2 Run/Walk will occur at 1:15 and the 3-4-5 at 2:00 on Friday, May 25. Parents are needed to distribute popsicles.

### **2. Middle School Move-a-thon at Jason Lee**

Michael described the middle school dance/run event to occur at Jason Lee School on May 30. The Jason Lee principal will announce the event at morning meeting. The MS students will travel to Jason Lee in busses from Amy's budget. There will be a hip-hop dance specialist. The MS students will collect pledges and will split fundraising with Jason Lee School. However the main purpose of this event will be to make a connection with the Jason Lee students and act as a community-building event. More parents are needed to chaperone the busses.

### **3. Treasurer's Report**

Cindi passed out balance sheet and budget-to-actual spreadsheet for PTSA. She encouraged people to buy scrip because PTSA has accumulated a large scrip inventory. Scrip sales are expected to hit their budget target. Also, PTSA raised almost \$3,700 in restaurant events which exceeded the goal. Also additional funds will be raised through the Powell's and Amazon links on the PTSA website.

Cindi asked for volunteers to organize an audit committee of at least two people to conduct the annual audit of PTSA's books. Doug, Heather and Dana volunteered to be on the audit committee.

Also, Cindi asked for a motion to return \$475 to the sustainability program for garden supplies. The school returned these funds when they were not used as a result of the change in the sustainability program contractor. Now that the sustainability program has resumed with the new contractor, the school has requested to receive these budgeted funds. The motion was seconded and passed with a unanimous voice vote.

Cindi described the April 25 emergency general PTSA meeting to approve \$28,000 in 2 phases to fund FTE through the SES Foundation account to make up for PPS budget cuts: the first phase was to spend to up to \$20,000; the second phase \$8,300. She reported that in the first phase, the executive committee only expended about \$15,000 to meet a PPS deadline. She expects the executive committee will be asked to spend additional funds of those allocated.

#### **4. Other Fundraising**

Matthew announced that three more restaurant fundraising events are scheduled this school year: (1) Burgerville on 11<sup>th</sup> and Hawthorne; (2) Hawthorne Hophouse; and (3) Pizzicato. Matthew initiated a discussion of scrip and a possible coffee fundraiser.

#### **5. PTSA General Meeting**

Heidi briefly discussed the upcoming PTSA General Meeting on May 16. She announced that PPS Communications director and SES parent Rob Cowie and SES Parent Doug Wells will speak about school funding issues.

She noted that elections will take place at the general meeting and that the following people will be nominated for the elected positions: Elizabeth Levy, president; Jill Bryant, vice president; Dan Keppler, secretary, and Chena Mesling, treasurer.

#### **6. Budget Committee Report on 2012-13 Draft Budget**

Chena presented a draft of next years' proposed budget that Cindi and the budget committee put together to present at the May 16 general PTSA meeting. Eric raised the issue of exploring matching funds from sources such as employers.

The Board engaged in a discussion of fundraising projections for next year as outlined in the proposed budget. There was a discussion of whether the spring event, currently called the Taste of Sunnyside, should become more of an auction than a social event. Also, there was a discussion of scrip fundraising.

The Board engaged in further discussion of highlights and line items in the proposed budget, including the sustainability program, teacher grants, and expected payments to the Go Fund for overnight trips. That led to a broader discussion of the Go Fund and the burden on families to pay for trips. It was noted that SES parent, Nicole Cleary, is conducting a survey about collection of funds for the Go Fund.

There was a motion to approve the proposed budget for submission to a vote of the membership with certain changes: (1) the Earth Day event will be renamed Taste of Sunnyside; (2) the school services grant will be revised to reflect a 50/50 split, with \$20,000 going to the school; (3) two related items listserv and parent survey will be revised to the technology line item; (4) a PPS Foundation grant will be noted in the budget. With those changes the motion to pass the budget was seconded and passed with a unanimous voice vote.

## **7. Emergency Preparedness and Resilience Committee**

Dana presented the status of the proposed seismic evaluation and upgrade project at SES. Discussions with PPS facilities people have continued, along with Walsh Construction and Miyamoto International. She fully expects the latter two companies to provide pro bono expertise and supervision over the project. There are some legal questions that need to be resolved with PPS. It is possible that volunteers will be needed to help in the summer. The hope is that PPS will view this as pilot project that can be repeated at other schools. Also, there has been a discussion of SES being a neighborhood safety hub in the event of a disaster, which could help involve the neighborhood in the project.

The school had an earthquake drill on April 21 that highlighted some issues the school needs to address. Related to that, Dana is looking at a grant for CPR training for 21 middle school students next year.

Dana announced that PPS is having facilities-related presentations on May 22, 23, 24 to discuss the potential for another bond measure.

## **8. Miscellaneous and Announcements**

Volunteer coordination: Liz reported that roles look good for next year but that additional help is needed to organize Harvest Faire.

Diane needs help with adult PE on the evening of May 24. Among other things, she needs help with childcare.

Sunnyside Neighborhood association elections are coming up.

Matthew will help with the teacher appreciation luncheon.

Neeley made an announcement about Car-to-go.