



Terra Linda PTC Meeting

November 2, 2016

Minutes

President	Shana de la Fuente
Vice President of Fundraising	
Treasurer	Kip Stevenson
Volunteer Coordinator	Michelle Neiss
Secretary	Karen Hayson

Meeting called to order at 8:35 am

Minutes – Karen Hayson

- Minutes of the October 5, 2016 meeting were circulated prior to meeting. Amendment requested to Jog-a-thon discussion.
- *Motion* to approve minutes, as amended: *Approved*

Financial Update – Kip Stevenson

- Current budget and expenditure circulated for review.
- Current income and budgeted expenses results in an estimated surplus of \$6,000 for the year.
- Savings balance represents reserve for artists in residence and author visit.
- After School Program (Tiger Club) – grant received for the after school program is included PTC bank account as sponsored by the PTC.

Volunteer Update – Michelle Neiss

- We have a new volunteer to act as liaison with Spanish speaking parents. All Chairs asked to look for ways to include Spanish speaking parents and to use Alba as a resource.
- Recent book fair required 180 hours of volunteer time, mostly provided by 3 people.
Action: look at other ways to increase volunteers for the book fair so we are not so reliant on a couple of people or consider changing the number of times per year the book fair is held.
- Reminders – reminders can be set up in the system for the volunteers. This is up to the volunteer to set up. A lot of volunteers not aware of this functionality.
Action: Michelle to send out instructions on how to set up the reminders.
- Volunteer System – still some resistance to using the system. Some users do not know user name, so can not log in.
Action: Ms. Batsell/Michelle to look into setting up access in the office so users names can be looked up.

Jog-a-Thon Update

- Committee successfully switched the Jog-a-thon to a day earlier due to weather.
- Foot Traffic provided the arch for kids to run through; Subway provided sandwiches for the volunteers and gave the kids vouchers; and Jamba Juice weren't able to change schedule and attend on the day but came the next day to give the kids smoothies.
- Participation was higher in younger classes and dropped off in higher grades.
- 97 families registered to use PledgeStar. Only ~60% sent out requests. Around \$11,000 collected through PledgeStar.
- Winners were announced last week and raffle winners will be announced next week.
- PTC thanked the 4 committee members for their hardwork in successfully pulling together this fundraising event for the school.

New Business

Fifth Grade Field Trips – Lauren Schick

- Fifth grade teachers have been assessing the field trips for the fifth grade. Currently slated to have the Beacon Rock field trip (hiking excursion) however teachers would like to switch to Biz Town. Biz Town teaches the students about economy and running a business. It includes 5 weeks of activities prior to excursion. The Fifth Grade teachers feel that this will be a more meaningful experience for the students. The teachers are evaluating other field trip opportunities, including a nature related field trip.
- Currently budgeted a total of \$2,400 for Beacon Rock. Total cost of Biz Town, including simulation and chartered bus, is \$2,678.
- Concern was raised by certain attendees about eliminating the field trip relating to nature and the outdoors. It was noted that the teachers are assessing other field trip opportunities and will look at other options for a nature/outdoor excursion.
- *Motion* to move funding from Beacon Rock to Biz Town: *Approved*

Principals Report – Ms. Batsell

- Halloween Parties were all a success. Thank you to the Party Parents for providing good food options
- Community Outreach – several activities underway currently – Food drive, sponsored by the Fifth grade, collection of food items and then distributed to the Terra Linda families; Food and Toy Drive; and request for Gift Cards to distribute to the Community.
- Options night – Middle School Options evening to explain the Options available to be held upcoming Wednesday at 7:15pm

Open Discussion

- Party Parent Binder (Jenn Collett) – proposed collating a binder of ideas for future reference for Party Parents. PTC agreed that this would be a good idea. Jenn to coordinate.
- Party Supplies (Jenn Collett) – proposed collecting all surplus items left over from parties that were funded by the PTC for future use. Potential storage area by stage, but would need to be cleared out. PTC agreed that this would be a good idea. Jenn to coordinate.
- Halloween Costume / Cold Weather Gear Swap (Jenn Collett) – proposed holding an evening in early October for families to swap costumes and jackets etc. PTC agreed that this would be a good idea. Jenn to coordinate.

Meeting adjourned at 9:40 am