



**Terra Linda PTC Meeting**

**September 6, 2017**

**Minutes**

<b>President</b>	Tamara Peters
<b>Vice President of Fundraising</b>	Jenn Collett
<b>Treasurer</b>	Brian Baldwin
<b>Volunteer Coordinator</b>	Rick Collett
<b>Secretary</b>	Kristine Baker
<b>Communications Coordinator</b>	Michelle Fordice

Meeting called to order at 7:00 p.m.

**Meeting Minutes - Kristine Baker**

- Minutes of June 7, 2017 meeting were circulated prior to meeting and asked to be reviewed
- Motion to approve minutes: Approved*

**President's Update - Tamara Peters**

- Welcome back to the school year. We are excited and worked hard over the summer.
- During our meetings we are going to try something new - sitting in a circle. Christy shares that our teachers are sitting in a circle for professional development and our students are engaging in circles in the classrooms to encourage community building and connection. Students will be in a circle at least 1x/day. The circle is a good place for getting to know each other, problem solving, and engaging in conversation. To kick off the meeting we will do a get to know you activity. The talking piece will be passed around and when you have it please share who you are, what is your role, and why you are here.
- We would like to recognize Kelly Olson for her hard work and dedication to the building of the new track. She was responsible for leading the team and getting the project completed. Thank you Kelly.

**Eco-School Network & Safe Routes to School Program - Lynn Mutrie & Rebecca Chau**

- Rebecca Chau - Beaverton Eco-School Network - We are looking for parents and staff that are interested in getting sustainable changes into the school. The group meets 4x/year. Speakers come to talk. Students can be part of a green team which helps with growing a garden and getting the food into the cafeteria. Other ideas are: no car idling; getting rid of disposable utensils and trays; holding an event during earth week. There is a training every year or two with a leadership team. On October 3<sup>rd</sup> there will be an informational meeting at a parent member's house. We would love to see someone from Terra Linda get involved.

- Lynn Mutrie with Walk/Bike/Roll to school - We help with finding safe routes to school. We want the community to be excited to walk/bike/roll to school. We can help advocate to the county/city for improvements. If everyone walked/biked/rolled/bused to school 98% of our population would be covered. October 4<sup>th</sup> is international walk/bike to school day. We have stickers, pencils, and other incentives to get the students engaged. You can even make it a competition between classes! It is also a great idea to have a walking school bus route where all the children in an area meet and go together. We want to decrease traffic and congestion. We can offer flyers on how to do the program. For example, West Tv got sidewalks. It took 12 years but it happened! We want this to be exciting. Grants can be written to help support the project. The board will try and find a parent volunteer to help organize the October 4th event.

#### **Volunteer Update - Rick Collett**

- We realize that the welcome packet left out some volunteer opportunities. In the future, should we just have a paper that says go to the website and see the opportunities? There were also lots of duplicates from the numerous events that were held before school started: back-n-track event and multiple kids in a family. Let's simplify this for next year.
- The map will be updated for pick up /drop off for the neighborhood and then it will be put on the website
- In 2016-2017 the Volunteer Hours were 4,336 = approx 2 ¾ full time positions. Over 300 volunteers were associated with Terra Linda last year, but the highest participation was 84 in April 2016. We need to find ways to get these volunteers into the school.
- **Back to School** - Thank you to Michele Fordice for the initial planning and thank you the PTC board and Kelly Olson for executing her plan. Thank you to the volunteers that helped out that night: Corinne Allen, Alisha Holland, Beth Herinckx, Michele Sutherland, Martha Williams, Melissa Slotemaker.
- **Track Celebration** - A big thank you to Kelly Olson & Kristine Baker. Thank you to our volunteers Becky Seppala and Martha Williams.
- **Work Party** - Volunteers: Amy Waugh, and Alisha Holland have worked on Laminating and collating. Thank you.
- **Teacher Potluck** - Coordinated by Penny Galvin - brought dishes to the teachers. Thank you.
- Alisha Holland has agreed to co-chair the science fair with Jenn Collett. We are still in need of a Walk/Bike/Roll/Bus chair. Do we still have a want for a green team? The garden beds will be torn out by the district. Could we move them to a sunnier location?
- New Volunteer Opportunities: lunch room helpers (in the system now), running club needs volunteers, and read to me kindergarten (in the system now)
- Volunteer Training will be on 9/14 @ 5:45 PM
- Passport Starts on 9/28
- Jog-a-thon is on 10/20 - there will be needs for packet stuffing and day of
- Classroom Volunteering in process. The teacher listings have not yet been updated in the system. Rick will be working with the teachers to determine the volunteer needs, schedules, etc. Rick is working with Christy re: Community Volunteers.
- We plan on having computers at curriculum night/volunteer night so volunteers can sign up.
- Back to school night requires a lot of volunteers. Is there a diff way to run this? Maybe we don't serve food. We will make a document that describes the event and how it runs so the lead can have an understanding of the event. It really needs a committee to run it. Without volunteers we will need to scale down.
- Background checks are done every two years. Rick will verify if the system tells you that you need a new one completed.

#### **Communications Update - Michele Fordice**

- This is a new position! We have a new PTC logo and a new website was created thanks to Gavin. The website is a hub of information and we will be directing everyone to it. The whole goal is transparency as a board. We want to get the community involved. We want to educate our community about what their money is going towards and what the PTC does. We would love to have volunteer profiles up on our website/blog. We want to show the community that no matter what

time you have to give there is a way you can help. An email will be sent out to committee chairs so they can see the website. Our goal is to incentivize people to come and help make decisions. Please encourage the community to like our Facebook page. There will be a plethora of items on it. It would be a great idea to have parents get their phones out at curriculum night and like the Facebook page and Amazon Smile page.

- We would like to begin using Instagram in the future. Mom What's Next would be also great to use as it shows local events.

#### **Fundraising Update - Jenn Collett**

- Jog-A-Thon Update - Charity Dart
  - This is our biggest fundraiser. Our goal this year is \$30,000. We need everyone to participate. It will be held on Oct. 20<sup>th</sup> so come and volunteer or watch. We are very close to having fully funded t-shirts for staff and kids. We need to decide what color the shirts should be. Pledgestar will be used again.
- Backpack Donation Request
  - 100 backpacks came our way from another school so we have enough. There were 40 families last year that participated in the program. The program is for those families that are economically disadvantaged and take food home on Fridays. In the past, the food goes home in plastic bags. We wanted to secure backpacks so students could bring the food home in a more discreet manner. Our goal was to get 50 backpacks for food and 50 backpacks for those that don't have a backpack to bring to school. The goal was met.
- Dining for Dollars
  - Sept 26<sup>th</sup> will be our first Dining for Dollars. It will be an all-day event at Laughing Planet.
- Wish lists are being set up for the teachers/classrooms/specialists. Our community wants to help. This is still in the early stages so it's not on the website yet. The teachers are putting together Amazon wish lists and then it will be accessible off the website so the community can order. It will be by teacher or specialist.

#### **Treasurer Update - Brian Baldwin**

- Tonight we will skip projection of the budget, but all future meetings we plan to have it projected with a written overview. The budget is also posted on the website. A live link to the budget is available and the budget will be updated every Thursday. We want to provide full transparency.
- Teacher reimbursement forms have been combined and updated. They are posted on the website and a hard copy is in the PTC box.
- General request for reimbursement forms have also been updated and can be found on the website and in the PTC box.
- Last year we estimated party and teacher funds. Our classroom enrichment cost was \$8550 and it is now \$8950. Our teacher fund was \$5600 and is now \$5510. Our party fund was \$2850 and is now \$2700. A *motion* to approve an increase in enrichment funds  
*Vote* to approve the change in budget: *approved*
- The track project is complete and there is enough money to finalize payments. The main account has \$950. The PayPal account has \$1212. The Nike account has \$750 and the PTC awards account has \$250.
- This year our taxes will cost \$300-\$500 more because of the track. This is a one time cost. *Motion* to request \$500 to complete taxes. They are due January 31<sup>st</sup>. We have the money in the budget to pay for the taxes. After balancing the budget and estimating in budget categories we have a surplus of \$20k.
- We want to get money back into the classrooms. We want to educate teachers on spending their funds. Maria will encourage the teachers to spend their PTC money.  
*Vote* to approve the change in budget and pay for taxes: *approved*

#### **Principals Report - Christy Batsell**

- Thank you for the Back-n-track event

- School safety improvements will soon be finished and the whole building will have a key card system. Students and staff will have to use a keycard. Visitors will have to come in the door by the office and then get buzzed in. We hope to have it complete by October. These improvements are being paid for by the bond money.
- The levy that passed for lowering class sizes is keeping our class numbers down. Our largest grade is 4<sup>th</sup> grade with 28 in our classes. The levy will be coming up again in May and needs to pass to keep the 300 teachers its paying for.
- Classrooms now have calming corners. This is a calming space that is used so our students can learn more about how to regulate themselves. Kids need to be calm in order to think. This will be a theme throughout the year. It is a good place for students to check-in and be ready for the day. Our students need to know that it is okay to take a break to collect themselves and then enter back into learning. Is this like the growth mind set or is there a curriculum or common language that we can use at home? It ties in a variety of methods. Christy will keep sharing about it at PTC meetings. You will also see ideas come home in the Tiger Tale.

#### **Other Business - Tamara Peters**

- We would like to have guest speakers at meetings, not just all business. Some ideas are: the age of digital attachment, internet safety, middle school options, calming corners, Sunset Credit Union sunny savers program.
- Future agenda item should be what do with surplus.
- There will be no hard copy of the directory at this time. Tamara will contact the Beaverton School District to see if we can put the directory online.

Meeting Adjourned at 8:25 p.m.