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**Terra Linda PTC Meeting**

**March 14, 2018**

**Minutes**

|  |  |
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| **President** | Tamara Peters - absent |
| **Vice President of Fundraising** | Jenn Collett - present |
| **Treasurer** | Brian Baldwin - absent |
| **Volunteer Coordinator** | Rick Collett - present |
| **Secretary** | Emily Struthers – present |
| **Communications Coordinator** | Michelle Fordice - present |

Meeting called to order at 7:01

Meeting Minutes – Emily Struthers/Jenn Collett

* Motion to approve minutes as written
* Motion approved

Open Forum – Jenn Collett, Kelly Olson, Robyn Cooper

* Committee updates – Kelly Olson
  + Coding club meeting on Friday
  + OBOB finished a couple weeks ago
    - 3rd grade girl team called “Girl Power” moves on to regionals
  + Running Club proceeding well, under budget, new volunteers each month
* Buddy Bench - Robyn Cooper
  + Maintenance can install bench
  + Prefer to have bench near play structure, will need to be in concrete pad if installed on grass
    - Cost to install concrete pad in unknown, Christy will follow up with maintenance on cost
  + Most likely will be installed by next school year, possibly by the end of this year
  + Starting to develop plan for decorating bench, and ways to get kids involved and interested in Buddy Bench
  + Resources for developing plan include counselors and PBIS team; Robyn and Christy will follow up
* VP Fundraising Updates – Jenn Collett
  + Plant Sale
    - Forms going home soon, delivery of plants will happen right before Mother’s Day
  + Taekwondo Fundraiser
    - Can sign up until the end of March for April fundraiser, 100% of fee goes to Terra Linda
  + Steam Night/Science Fair
    - April 20th
    - Entry forms sent home, due by this Friday
    - Stations around school for students to explore during the event
* Bonny Slope Facebook Page – Robyn Cooper
  + Bonny Slope has a facebook page to reach incoming kindergarten families in order to connect families prior to school starting and share resources about school
  + Previous Terra Linda parents have organized biweekly playdates throughout the summer to get to know families
  + Kindergarten orientation on April 12th at Terra Linda; Robyn will possibly set up table to get email list for families interested in connecting over the summer

Guest Speaker – Dr. Shannon Anderson

* Dr. Shannon Anderson, principal at Cedar Park, would like to introduce herself and talk about Cedar Park Middle School
* Cedar Park has 7 feeder schools, Dr. Anderson trying to visit each feeder school
* 2nd year in Beaverton school district, previously high school principal for 20 years in Arizona
* Principal coffee meetings will be held in May to help families ease transition to middle school
  + - Principal, counselor, and a teacher will be at each meeting
  + Christy and Michelle will advertise coffee dates
* 1,050 students currently, projected enrollment next year is similar
* 6th grade Summa going to Meadow Park next year
* Cedar Park is a Middle Years Program school
* MYP is complimentary to IB program, but not technically a precursor to IB
  + Similar approach to curriculum in both programs to get kids to think with global perspective
* Students are assigned to a team of 150 kids
  + Have several classes with kids on their team
  + Students are randomly assigned to teams
* MYP program is reviewed every 5 years
* Some elementary schools have a pre-IB program
  + Dr. Anderson does not see a difference between students coming from pre-IB schools versus Terra Linda
* Advantages to MYP and IB schools
  + Middle school: creates common goals among staff
  + High school: IB gives framework for what is taught and why things are taught, AP is a collection of classes at a higher level and classes are not integrated, can get college credit for AP and IB, national test to pass AP courses, IB diploma is a more comprehensive program, AP classes are individualized to certain subjects
  + Significant advantage to IB program if you want to go to college outside of US
* Middle school math
  + All students take advanced level math
    - Math intervention teacher for students that need additional support
  + Students have math on Chromebook, although textbooks are available
  + All students take Math 6/7, Math 7/8, and AGS1
    - Students in Summa program may test into higher level
    - Students cover all areas of math each year, rather than focus on one strand of math for entire year
  + Some students will take AGS 1 in 8th grade and again in 9th grade to review skills and become stronger
  + 5th graders use Dreambox for portion of curriculum, questions about how students will transition from Dreambox to new curriculum
    - Dr. Anderson will follow up and have more information at parent coffee
* Safety issues
  + Doors locked and all visitors enter through front entrance
  + Need improved fencing around Cedar Park, as well as other schools
* Timberland Middle School opening in time for current 2nd grade students
  + Boundaries changes will not be discussed for at least another year or two

Volunteer Coordinator Update – Rick Collett

* We now have 398 volunteers associated with Terra Linda in the Volunteer System!
* If you would like to volunteer at Terra Linda, please visit <https://www.terralindaptc.org/> and select Get Involved > Volunteer, to see current volunteer opportunities, or to sign up to become a new volunteer.
* A big THANK YOU! to all those volunteers who helped with the classroom Valentine's Day parties.
* This Month's Volunteer Needs:
  + - Clothes Closet - It is Terra Linda’s responsibility to provide volunteers from 9am-4pm on Wednesday, March 21 at the Beaverton School District Clothes Closet. [16550 SW Merlo Road, Beaverton, OR 97006](https://maps.google.com/?q=16550+SW+Merlo+Road,+Beaverton,+OR+97006&entry=gmail&source=g). Having volunteers who are bilingual is not necessary, but very helpful.  There are 3 slots available per each shift.  To sign up, please visit either the PTC web page or My Volunteer page > Opportunities and look for Clothes Closet.
    - Still need volunteers for Clothes Closet, parents shared it is a fun experience
  + Questions about volunteering at Terra Linda?  Please let me know at volunteers@terralindaptc.org

Treasurer Update – Brian Baldwin, Jenn Collett, Christy Batsell, Amy Wick

* Extra Funds final count
* Makers Space Update/Proposal & Vote
  + - At previous meeting, we agreed to fund $4500 towards Makerspace
      * Waiting to spend money until team created a proposal of what items will be purchased with $4500
    - Makerspace is a creative space to solve a problem, reuse materials, use technology
    - Amy Wick is a teacher on the planning committee for Makerspace, along with 8 Terra Linda and district employees
    - Proposal includes purchasing items for Coding materials, Robotics/Engineering, Art and Design materials, Video and Media Creation, Furniture for Makerspace room
      * List includes new materials and replacing old materials
      * List builds on what Terra Linda already has available
      * Makerspace team reviewed what other elementary schools are using in the district
    - Ways to use space include individual classroom use, technology classes, Intel volunteer lessons, Collaborations with Sunset HS Tech classes, free time before/after school
    - Budget proposal for March 2018 is $4229
    - Additional items for 2018-2019 proposal is $7000+
    - No requirements for teachers to use space, but trying to make it available and help teachers learn how to use materials, district tech teacher will help train teachers
    - Need to establish plan as to how PTC can use Makerspace before and after school
    - Next steps
      * We can approve $4300 to spend this year
      * We can reach out to community for donations or write grants to get additional funds
    - Goal to have Makerspace running by STEAM night
    - Need to establish plan for future purchases and maintenance
      * Even if PTC doesn’t have money to expand Makerspace next year, it is still beneficial to approve this year’s amount
      * Can ask for donations and write grants for future purchases
    - Motion to approve $4500 to purchase Makerspace materials
    - Motion approved

Committee Updates – Pam Jeffery, Rick Collett, Michelle Fordice, Becky Seppala, Kristine Baker

* Scholastic Winter Book Fair Update - Chair: Pam Jeffery, Co-Chair: Rick Collett
  + The winter Scholastic Book Fair was a great success.  We sold over $5,000 of books and other items and received a $1442.36 cash profit.  We were able to use the Scholastic Dollars we received to purchase two books for each teacher and books for the library.
  + Pam and Rick would like to thank the following volunteers that helped during the fair: Kelly Olson, Michaela Dorf, Julie Barnett, Jeimy Alejandro, Fumie Jeffords, Olivia Urrutia, Meredith Norris, Danielle Justice, Becky Seppala, Kristen Redshaw, Gavin Redshaw, and Mike Baldwin.  They would also like to thank Library Aide Lisa Nelson for her help.
  + Our Spring Scholastic Book Fair is our BOGO event (buy one get one free!) and will be May 22-25.
* Restaurant fundraiser update from January’s event at Subway – Becky Seppala
  + Slow to receive money from Subway, should get $100 from both Subway stores
  + Subway donated sandwiches to Jog a Thon and track opening
  + Next event is at Bethany Public House on May 20th, only proceeds from Terra Linda families
* Usborne Books & More Book Fair – Kristine Baker
  + April 18-20:
    - Morning hours: 8:10-8:28 a.m.
    - Lunch periods: 10:45 a.m. - 12:45 p.m.
    - After school Weds: 1:30-2:00 p.m.
    - After School Thurs/Fri: 3:00-3:30 p.m.
    - Science Fair/STEAM night: 6:00 - 8:00 p.m.
  + Set up Tuesday, April 17 4-7 p.m. (requested, not confirmed)
  + Take down Friday, April 20 8-10:30 p.m.
  + 1-2 volunteers have been requested for each shift and take down/set up
  + Online ordering (is open now): <http://s3809.myubam.com/929193>
  + Book Fair details:
    - At the book fair, in addition to tables of books, there will be a Michelle Nelson-Schmidt table to take pre-orders and get parents and students excited about her visit.
  + We do not do posters, pencils and other non-book items.
  + The free books earned from the book fair (50% of retail sales after reaching $250 in retail sales) will need to be turned into me by April 27. Shipping is free.
* Author Visit Update – Kristine Baker
  + Michelle Nelson-Schmidt
  + Assembly date: Wednesday, May 2
  + Assembly times: 8:30-9:15 2nd & 3rd, 9:30-10:15 K & 1st, 10:30-11:15 4th & 5th
  + Assembly location: In library
  + Payment: Received. Thank you!
  + April 19
    - Pre-sale fliers will go home. All pre-orders are personalized.
  + April 20
    - Author visit table at Book Fair during STEAM night. Will be taking pre-orders and will have information about Michelle and her visit.
  + Friday, May 4
    - Post orders due. Post orders are autographed, but not personalized.
  + Michelle has a Storytime Live each week. Check it out on YouTube. Here is a link:<https://www.youtube.com/user/michellenelsonschmid>
  + **Committee Chair Vacancies:**
  + Need to establish budget before new board is established, new board can vote on budget
  + Need to pick date by which roles need to be filled in order to receive money from budget
* Clothes Closet
* Back to School Picnic
* Walk and Bike to School Day
* Green Team
* Coding Club
* Fall Dance
* Movie Night
* Science Fair
* OBOB Co-Chair
* Scholastic Book Fair Co-Chair
* 5th Grade Grad Party Fundraiser (4th grade parent)
* **PTC Board Vacancies**:
* Vice President of Fundraising
* Communication Coordinator
* Volunteer Coordinator Co-Chair

Principal’s Update – Christy Batsell

* Christy will provide updates on Makerspace, enrollment projections for 2018-2019, and the upcoming Public Safety presentation
* About 15 students participated in Walk Out today for 17 minutes
* School numbers are down at Terra Linda and all elementary schools across district
  + About 30 students down from last year, very few additions from open enrollment
  + We don’t know how many teachers will be at each grade level for next year, hopeful numbers will remain the same
  + Five teaching positions funded by levy, number of teaching positions will depend on if levy passes in May
* Service Day on May 20th, 60 students from Sunset High School to work on projects around the school
  + Paint bike racks, take down garden beds, gravel around shed, plant flower beds
* Upcoming Early Learning Day at Sato to learn about how to be prepared for Kindergarten
* Kindergarten enrollment is open, encourage families to enroll early, either online or at school office

Other Business – Jenn Collett

* Child Abuse Detectives Offer Free Training to Community Groups (email attached): Using research-based evidence, the class discusses the prevalence of child sexual abuse and covers common characteristics of adult offenders and child victims. The class focuses on preventing child sexual abuse, as well as how to respond if a child discloses they have been victimized. Detectives also share case studies and what community resources are available when an individual or family experiences child sexual abuse.
  + Would there’d be any interest in this topic? It is a 2-hour training, so it would have to be done on a different night from the PTC meeting. We’re happy to organize, if there’s an interest in it.
  + Yes, there is interest
* Save the Date for the April PTC meeting, 4/4 at 6:30pm (please note the early start time). BSD Emergency Coordinator, Ashley McConnell Vanderjagt, will provide an overview of BSD’s emergency preparedness program and improvements, emergency protocols and drills, and emergency preparedness tips for the home and family.