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**Terra Linda PTC Meeting**

**May 2, 2018**

**Meeting Minutes**

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| **President** | Tamara Peters – present |
| **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 7:06 pm.

**Meeting Minutes – Emily Struthers/Tamara Peters**

* Minutes were reviewed from April PTC meeting
* Motion to approve minutes
* *Minutes approved as written*

**Open Forum – Kelly Olsen, Rick Collett, Tamara Peters, Christy Batsell**

* Running club
  + 4th Marathoner finished recently, only one student completed marathon last year
  + About 25 half marathoners, also an increase from last year
  + Trying to figure out how to track laps from classes and PE
* Book Fair moved to last week in May to be tied to 4th grade Entertainment Night
  + BOGO event
* Thank you flowers and card presented to Jenn Collett, VP Fundraising, and Michele Fordice, Communications Coordinator for their work on the PTC Board this year
* Service Day from Sunset Highschool on May 20th, approximately 50 students will volunteer from 8-12
  + Will advertise for additional parent volunteers to help out with projects in PTC blast
    - Projects include painting bike racks and fire gate, removing planter boxes, spreading gravel around shed, planting some areas
    - Jenn will reach out to local nurseries for plant donations
  + Possibly go to Bethany Public House afterward to support fundraiser
  + Group that is coming from Sunset is part of Leadership class that does events throughout the community
    - They have supported Terra Linda throughout the year
    - We believe they will support TL next year as well

**President Updates – Tamara Peters, Jenn Collett**

* Board Member Nominations and Elections
  + VP Fundraising
    - Mike Baldwin interested in position if another person will co-chair
    - Will leave position vacant and vote at next meeting if we find co-chair
  + Communications Coordinator
    - Nicholas Peterka nominated
    - Nicholas voted in as new communications coordinator
* Proposed Bylaw Changes
  + President and secretary are in charge of calendar scheduling, in coordination with TL school calendar
  + Creation and distribution of back to school information is president’s responsibility
  + Volunteer coordinator is in charge of committee chair lists
* Current budget update
* Expenses $47,411
* Income $45,178
* On track for spending this year
* Brian is in contact with teachers and committee chairs to spend money before end of the year
* Estimating we will have $8000 to carry over to next year
* Tamara will check with Brian about when he updates teacher accounts - after writing check or after teacher deposits check
* Proposed 2018/2019 Budget
  + Reviewed proposed budget line by line
    - Changes to budget listed below
  + Switched Scholastic income to $0 because we are going to take Scholastic credit instead of cash
  + Jog-a-thon will give t-shirts to all students next year, expense of about $4500
  + Second fundraiser, possibly an auction, needs to raise about $8000
    - Kelly Olsen and another parent possibly interested in chairing an auction
  + Lowered amount for Author Visit as there are lower cost options available
    - We can use Usborne for future author visits to minimize planning and volunteer needs
    - Do not have committee chair for Author Visit
  + Combined classroom funds and classroom enrichment accounts because it is easier for budgeting purposes and easier for teachers to know how much to spend
  + Changed wording of Library Fund to Book Fund because money can be spent on books for any area of the school
  + One School One Book will use money from two years’ budget to buy higher quality book
    - Teacher input that it is good to hold event during winter months
  + Possibly will increase budget for Pioneer Days after purchase supplies for event in the next two weeks
  + Science Fair budget increased to buy more boards and increased OMSI fee
  + Back to School Picnic will have food vendors for families to purchase food and dessert provided by PTC
    - Need a chair for Back to School Picnic
    - Do not need a permit for food if it is an event for only TL families
  + Bingo night will possibly switch from community event to 4th grade fundraiser
  + Movie night budget will stay the same
    - Jeff Olsen will chair event
    - Need to improve rules and sound system for next year
  + Running club decreased by $500
  + Staff appreciation increased by $500
  + Thanksgiving project is $1300 expense
    - Will possibly hold penny war to raise money for Thanksgiving gift cards
  + 4th grade fundraiser can raise up to $3000, anything over that amount can be used to purchase a gift to the school
    - If under $3000 is raised, PTC will contribute up to $1000 to class party
  + Will send out budget to committee chairs again for final input
  + Board will meet again May 24th to review budget
  + Vote on budget at PTC meeting on June 6th
* Suggestion to move PTC meetings to Tuesday night
  + Teachers sign up for three community events/meetings per year
  + PTC would love to have more teachers at meetings to hear input from them and learn how classroom money is used
* Makerspace has purchased nearly all items on the list and is collecting donations
* Laminator and binder have been ordered
* Motion to spend approximately $940 on a new popcorn machine
  + *Motion approved*

**VP Fundraising Updates – Jenn Collett, Becky Seppala, Kristine Baker**

* Our next Dining for Dollars event is at Bethany Public House, May 20th, 9am – 9pm. This is our last dining event for the year, so let’s make it a big one! Please help spread the word to neighbors, co-workers, etc.
  + Need paper or electronic flyer
  + Dine in or take out, but no gift cards
* The Usborne Book Fair was a success. Totals from the event on April 18-20:
  + Total retail sales: $3,399.06
  + Free books: $1,699.53

**Volunteer Coordinator Updates – Rick Collett**

* We now have 422 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 STEAM Night and the Usborne Book Fair.
* Upcoming Volunteer Needs:
  + Look for an announcement soon that will include more details, and sign-up opportunities, for the upcoming events below
    - * **Scholastic Book Fair**: May 29th - June 1 - The BOGO fair! (Buy One, Get One Free)
      * **Field Day**: Friday, June 15 - 30+ volunteers will be needed from 1:00 -2:45 to help with the 30 stations.  If you can help, please save the date!
      * Need 4 volunteers to help with plant sale
      * All events are in the system now
* Questions about volunteering at Terra Linda?  Please let me know at volunteers@terralindaptc.org

**Other Business**

Local Option Levy Renewal:

The Beaverton School Board has placed a five-year Local Option Levy Renewal on the May 15, 2018 ballot. This is a vote-by-mail election.

If passed, Ballot Measure #34-284 would allow Beaverton schools to keep 300 teaching positions, maintain class sizes, and help ensure students are prepared for post-high school success. The levy renewal costs $1.25 per $1,000 assessed property value, the same tax rate at the current levy. Homes with the median assessed value of $238,000 would continue to pay about $25 per month. The levy would raise approximately $31 million in the first year. The current levy pays for five full time teachers at Terra Linda.

For more information, including an informational flyer and frequently asked questions, please visit the Beaverton School District webpage.

**Please remember to vote by Tuesday, May 15, 2018!**

**Sam Day 5k:**

Terra Linda Alumni, Sam Day was diagnosed with a rare pediatric cancer while he attended Terra Linda. His absence has left a huge gap in our community, but his legacy still lives on through many of you!

In his honor, the Day family along with the Sam Day Foundation is hosting a 5k & 1k fun run to raise awareness and financial support for rare pediatric cancers.

The foundation supports research for rare pediatric cancers and 100% of proceeds, from the event, will go to the foundation.

If you’d like to attend this event, held on June 23 at Sunset High School, please sign up at [**https://runsignup.com/Race/OR/Portland/SD5K**](https://runsignup.com/Race/OR/Portland/SD5K)

* Sam Day was a student at TL and would have been a freshman at Sunset last year
* This year is the inaugural event held in the evening with entertainment, t-shirts, and medals
* Sunset Leadership team is helping plan event
* Event is on Sam’s birthday

Meeting adjourned at 8:41