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**Terra Linda PTC Meeting**

**June 6, 2018**

**Minutes**

|  |  |
| --- | --- |
| **President** | Tamara Peters |
| **Vice President of Fundraising** | Jenn Collett |
| **Treasurer** | Brian Baldwin |
| **Volunteer Coordinator** | Rick Collett |
| **Secretary** | Emily Struthers |
| **Communications Coordinator** | Michelle Fordice/Nicholas Peterka |

Meeting called to order at 7:05.

Meeting Minutes – Emily Struthers/Tamara Peters

* *Minutes approved as written*

Open Forum – Becky Seppala, Kelly Olson, Rick Collett

* Dining for Dollars
  + $212 from Bethany Public house event on May 20th
  + No money received from Subway event
  + Developed plan for next year
    - Includes Handels, new ice cream shop by Safeway, and McMenamins (probably)
  + Most restaurants won’t book dates until August
  + Becky will coordinate dates with Maria
* Running Club
  + Many more marathons and half marathons than last year
  + Will announce marathons during assembly on last day of school
  + Last day of running club next Tuesday, June 12th
  + Next year will make announce marathons during monthly assembly, rather than waiting until end of year
  + Next year can earn ‘marathon socks’ right when student completes marathon and receive trophy during assembly
* OBOB
  + Books are ordered for next year
  + Kids will have access to books during summer school
  + Library will be open on Tuesday afternoons during July
  + If kids read all books on OBOB list, they can earn a prize
  + Great book list for next year
* Kelly offered to run track meet during Back to School Picnic
  + Still need volunteer to chair Back to School Picnic
* Book Fair Update
  + The BYOB Book Fair was a great success with sales of $2,736.36.
  + A big thanks to volunteers below that helped with the fair. A special thank you to Pam Jeffrey who has been the Book Fair Chair for the past three years!
    - Pam Jeffrey
    - Rick Collett
    - Shana de la Fuente
    - Kelly Olson
    - Sheeanna Hazel-Dilworth
    - Danielle Justice
    - Gina Stamper
    - Danielle Baldwin
    - Mike Baldwin
  + 3 Scholastic and 1 Usborne book fair scheduled for next year
  + Used some remaining Scholastic points to buy books for teachers
* 4th Grade Fundraiser
  + Kristen Redshaw catered dinner
  + $2,740 raised through raffle, silent auction, and food sales
  + It was a fun evening and performers did a great job!
* Spirit Fridays
  + Need to advertise more about wearing Terra Linda shirts on Friday

President Updates – Tamara Peters

* Vote in new board members
  + VP of Fundraising is vacant position
  + Mike Baldwin volunteered to co-chair position with Jenn Collett
  + Motion to approve Mike as new VP of Fundraising
  + *Motion approved*
* Vote in proposed by-law changes
  + Motion to approve changes
  + *Bylaws approved as amended*
* Author Visit Update
  + Olivia Bucks has author available for week of October 22
  + Tamara coordinating with Olivia to schedule date
  + Eric Ode is author for next year
  + Usborne coordinator makes money by bringing author to schools
    - Board voted to use Usborne author again next year for ease of coordination
    - Open to other authors in future if someone wants to be committee chair
    - There is enough money in Author Visit budget to hire author outside of Usborne if there is someone to chair the event
* Proposed 2018-2019 Calendar
  + Event Calendar for next year was reviewed
  + Some minor changes from last year
  + Dates for Bingo Night, Dining for Dollars, and Spring Auction TBD
  + PTC meetings will be on Tuesdays at 6:30
  + Conferences October 24-25, April 17-18

Treasurer – Brian Baldwin

* Current budget review
  + $66,316 YTD Income
  + $53,000 YTD Expenses
  + Budget shows all transactions
    - Format of budget is easy to read
  + Brian will calculate remaining teacher funds by Friday
    - $1900 unspent, about $1500 will be spent by Friday
    - Remainder will be used to purchase books
  + $10,00 spent on extra projects such as Makerspace, popcorn machine, PE equipment, laminator
* Vote on proposed budget
  + OBOB budget reduced to $500
  + Website cost $155 this year, need to increase budget from $80 to $200
    - * Vote to approve increase in Website budget
      * *Motion approved*
* Coding Club not in budget for next year
  + Has been successful in the past but no committee chair for next year
* Makerspace has plenty of supplies and is being used by many classrooms
  + Needs committee chair to help organize supplies
* Suggestion to create list of capital items needed at Terra Linda and present list for fundraisers next year
  + Ideas include iPad/TV’s (65”) to replace classroom projectors, updating library, creating outdoor classroom space
  + Cost is around $2000 per classroom for iPad/TV set-up
    - Other schools in district have similar set-up, mostly funded by PTC’s
    - Have 2 iPad/TV set ups at TL for teachers to try out next year
    - Some teachers already interested in trying set-ups
    - 19 classrooms at TL, but could purchase a few per year
  + Previous auction raised about $27,000
  + Tickets were free for teachers and PTC subsidized tickets for all families to encourage higher attendance
  + Motion to approve budget for next year
  + Budget approved
  + Question about IXL and AR
  + IXL has been replaced by Dreambox
  + Dreambox is highly individualized for each student
  + Kahn Academy is another free option for families to use at home instead of IXL
  + Teachers will send home info for Dreambox and Bookshelf before summer break
  + 240 seats in AR were purchased, only 73 were used, majority of 73 not using AR regularly
  + AR and IXL were large expense for small number of students using them
  + Budget from AR and IXL was redistributed to other areas

Volunteer Coordinator Updates – Rick Collett

* Open committee chair positions
  + Art Blast co- chair
  + Author visit chair
  + Back to School Picnic
  + Book Fair co-chair
  + Coding club
  + Fall Dance
  + 5th grade party
  + Science Fair Lead chair
  + Walk/Bike/Bus to School chair
* Rick will send email next week to advertise positions
* Tomorrow’s email will include request for Field Day volunteers
  + 12 of 30 openings are filled
* New kiosk to sign in to volunteer next year
  + Will use same log-in system
* Will create separate badge box for frequent volunteers

Principal Update

* Thank you to the PTC! Teachers and students feel loved and supported. Thanks to the PTC Board for sticking with positions and filling in where needed.
* No update on classroom numbers
* 5th grade has increased by 16 students this year
* 4th grade scheduled to have 2 classes next year, but will be finalized after we see what the numbers are toward the end of summer
* Kindergarten orientation went great and numbers are good for next year

Meeting adjourned at 8:15.