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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.