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**Terra Linda PTC Board Meeting**

**October 18, 2018**

**Minutes**

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

Meeting called to order at 6:38

* Reviewed minutes from September 2018 meeting
* Minutes approved as written

President

* Updates from monthly meeting with Christy
	+ Options Night Update
		- Tamara heading up the meeting
		- At 6:30 in the library
		- Emily will change location from cafeteria to the library
		- Britta McCarter, counselor, will have a presentation about middle school options
		- Panel of students from each school will present on their experience
			* 3 schools’ representatives are filled
			* Tamara will post on Nextdoor to find students from other schools or check with 5th grade teachers
	+ Enrichment funds
		- Trying to evenly disburse funds based on class size
		- For this year, all classes will receive same amount
		- Teachers can ask for additional funds at PTC meeting if needed
		- Allocate money by class size next year
	+ MLK Day of Service
		- State wide day of service, either at school or a different location
		- Christy is going to reach out to Sunset Highschool Leadership and other elementary schools to see what they are planning
		- We don’t have a committee chair for this event
	+ Artist in Residence
		- Scheduled to happen next year
		- Need to recruit community chair to start planning event
		- Rick will advertise in next volunteer email
		- Emily will add to PTC agenda for November
* Author Visit
	+ Next Tuesday, October 23
	+ Nicholas will advertise on social media
* PTC Goals for the year
	+ Think about ideas and discuss at next meeting
	+ Find new board members
	+ Have committee chairs document job description and either present at PTC meeting or provide written update

Volunteer Coordinator

* Book fair is going well
	+ Picked up extra copies of some books at Scholastic warehouse
	+ Volunteers have stepped up
* Movie night
	+ Cub Scouts and Girl Scouts will help out
	+ Jeff Olson working to improve sound system for this year
* Only 2 classrooms left without party parent
	+ Either classroom parent will help with Halloween party or grade levels will possibly combine for party
* Volunteers doing a good job of filling open positions
* No one has volunteered to work on PTC bulletin boards
	+ Would be nice to have something posted prior to movie night
	+ Rick will include with volunteer email
* Gavin has been working on Makerspace
	+ Might come to next PTC meeting to request funds and get details about what was purchased last year
	+ Gavin has meeting scheduled with district makerspace rep
	+ After meeting he will have better plan and request volunteer help if needed
	+ Zach Waters suggested having guest speakers come in to teach lesson using makerspace
* Board Position Responsibility
	+ Board needs to update their roles for this year to hopefully make next year’s transition easer
	+ 4 board members being replaced
	+ Nicholas will stay on as Communication Coordinator and Mike will stay on as VP Fundraising

Meeting adjourned 7:32 pm