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**Terra Linda PTC Meeting**

**October 2, 2018**

**Meeting Minutes**

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| **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 6:34

Meeting Minutes – Emily Struthers/Tamara Peters

* Minutes from September meeting were reviewed
* Minutes approved as written

Introductions

* All attendees introduced themselves

Open Forum – Sally Doughty, Kelly Olson, Christy Batsell

* + Request for funds – Zhalih Taefy-Cross, Sally Doughty
    - Chiller for salmon unit in 3rd grade
    - Life cycle is one of the learning targets for 3rd grade science
    - ODFW presents to classes about salmon life cycle
    - Water temperature needs to remain cold for salmon eggs
    - In previous years teachers have used ice to keep water cool
      * Ice must be changed twice daily for 2 months
    - $265 for chiller ($379 prior to school discout), $19.16 for pump, can be reused for many years
    - ODFW will help with installation of chiller and pump
    - Tank will be stored in one classroom, other classes will be able to observe
    - At end of unit students take field trip to release salmon
    - Brian Baldwin recommended additional funds for plumbing
    - Motion to budget $500 for chiller, pump, and additional parts
    - Motion approved
  + Jog a thon – Kelly Olson
    - 3 half marathons completed today
    - Completed earlier because kids are able to add extra laps ran during PE or recess
  + OBOB date scheduled at end of October – Kelly Olson
    - Jen Hefty helping with OBOB this year
    - Online registration will come out in next PTC Blast
  + Movie Night – Kelly Olson
    - Jeff Olson is checking into movies and will make decision tomorrow
    - Picking shorter movie than last year
  + Bike and Walk to School Day – Christy Batsell
    - October 10th
    - We are advertising the day but we don’t have a chairperson for the event
    - Rick is following up with a possible chairperson

President Updates – Tamara Peters

* Met with Olivia from Usborne books
* Eric Ode will be author visit this year
  + His focus is on writing
  + Olivia will get bio about Eric Ode for us to advertise prior to visit
  + Usborne book fair will be in the spring the same week of STEAM night
  + If we spend $250 during author visit, 40% of total is received in free books
  + Receive 50% of total in free books during book fair

Treasurer – Brian Baldwin

* Taxes are almost complete
* Need to get party money to party parents
* YTD Expenses $4,263
* YTD Income $17,942, includes carryover from last year
* $12,000 in checking
* $23,000 in savings
  + Savings money is allocated to events such as Artist in Residence, author visit, Quick Books, water fountain installation

VP Fundraising Updates – Mike Baldwin, Becky Seppala, Rick Collett, Jenn Collett, Charity Dart

* + Dining for Dollars-Becky Seppala
    - Handel’s fundraiser had 54 families participate and raised $188
    - Si Senor is willing to participate
      * Should we have November or March date?
      * Waiting for owner approval for November 27th date, ‘Taco Tuesday’
    - Pizzicato in January
    - McMenamins likely in May
  + Scholastic Book Fair – Rick Collett
    - The Fall Book Fair is coming soon! This year’s fall fair theme is The Enchanted Forest.
    - The fair will be open Tuesday, October 16 – Friday, October 19 in the school library:
      * Before school 8:10am – 8:30am
      * Lunch time 10:45am – 12:30pm
      * After school Tue, Thur, Fri 3:05pm – 3:30pm, Wed, 1:35pm – 2:00pm
      * It is also open during Movie Night on Friday, October 19th from 6:00pm – 8:00pm
    - Look for the book fair flyer in Thursday folders on 10/11
    - Receiving scholastic dollars instead of cash this year
      * Rotate each year between scholastic dollars and cash
      * Some makerspace items available in catalog to purchase with scholastic dollars
  + Makerspace Update – Christy Batsell, Tamara Peters
    - Makerspace items purchased at the end of last year
    - Moved makerspace next to Tech lab so easier to use during tech classes
    - Kelly Olson has access to free robotics table if needed for makerspace
    - Gavin Redshaw and Nicole Jackson working on getting the makerspace ready for kids to use
    - Items can be checked out by teachers for classroom use
  + Jog-a-thon – Jenn Collett, Charity Dart
    - Thank you to all the students, staff, volunteers, and sponsors who made Friday's Jog-A-Thon a huge success! Also, a huge thank you to all the families who have already collected pledges through PledgeStar <https://pledgestar.com/terralinda/> or turned in donation envelopes to the office. If you have not had a chance to gather donations yet, there is still time! All donations in both PledgeStar and donations envelopes are due Friday, October 5th. Let's finish the fundraising portion of this event strong just like the kids did on the track!
    - Current total raised is $18,000 in Pledgestar,
    - Will count cash donations on Friday
    - Tracking poster in cafeteria for class totals in Jog a thon
    - Corporate matching funds not counted in Pledgestar
    - We can purchase hyperlink for $150 that shows which companies will match and how to go about matching, will look into buying this for next year to make it easier for families to access corporate matching

Volunteer Coordinator Updates – Rick Collett

* Thank you volunteers! We are getting a great response from volunteers to help out with school activities.
  + 433 volunteers
  + Picture day and jog a thon were both filled by volunteers
* 4 Board Positions will be open next year
  + President, Treasurer, Volunteer Coordinator, Secretary
  + Trying to fill positions early this year so that new board can shadow current board
  + Board tracking responsibilities
  + Jog-a-thon
    - A huge thank you to Jenn Collett, Charity Dart and Mai-Han Shultz for their hard work coordinating this years’ Jog-a-thon fundraiser. Thank you to all those who came out to volunteer and hand out t-shirts, set-up, clean-up and help count lap. Thanks also to all the parents who came out to cheer on the runners.
  + Picture Day
    - Thank you to those who signed up to help with Picture Day. All volunteer shifts were filled!
  + Classroom Representatives and Party Parents
    - The classrooms below are still in need of the Classroom Representative and Party Parent volunteer positions. See position descriptions on the Volunteer page below
      * 1 - Schrader – Classroom Representative
      * 3 – Taefy-Cross – Classroom Representative and Party Parent
      * 3 – Will – Party Parent
      * 3 – Doughty – Classroom Representative and Party Parent
      * 4 – Craft – Classroom Representative and Party Parent
      * 5 – Rafanan – Classroom Representative
  + Current Volunteer Opportunities
    - Visit the Volunteer page below for current activities like Read to Me, Running Club, and Book Fair.
  + For more information visit - <https://www.terralindaptc.org/get-involved/volunteer/>

Principal Update

* Author visit will focus on writing which ties in well with narrative writing going on in classroom K-5
  + Narrative writing is called ‘small moment’ stories
  + Students might be working on several stories at once
  + Suggestion to work on writing at home, just like we practice reading and math at home
  + Can work on any genre of writing: comics, journaling, fantasy, etc
* Dreambox is online math program that is individualized
  + If working on it at home, observe but don’t give students the answers
  + Dreambox will adjust difficulty based on how your student is doing on problems
  + Hasn’t been sent home for all grade levels yet, but students are using it in the classroom

Other Business

* Looking into changing banks for PTC
  + Brian will continue to look into options and present at a future meeting
* Pie Fundraiser from Costco
  + Jenn Collett reached out to contact at Costco and did not hear back
  + Zach Waters is going to check into pie fundraiser
* Sally shared about Donor’s Choose
  + Teachers can request items on website, donors give money, and then teachers can spend money on items through approved vendors
  + Beaverton Education Foundation has similar model
* Wish Lists were supposed to be updated by beginning of October
  + Shows items that teachers want, families can purchase for teachers
* Parent concern that PlayFitFun no longer allowed to take students outside
  + Building Use is in charge of how school is used outside of school hours
  + Steven Sparks is Executive Administrator for Long Range Planning
  + Recommend to reach out to Steven with complaint about after-hours rules
  + Decision is outside of Terra Linda’s control
  + Christy will get Steven’s email to Alika Lord

Meeting adjourned at 7:51