

Present

Melissa McGann, Kristen Jaudon, Shawn MacDonald, Nicole Jacobsen, Courtney Welch, Christiana Johnson, Heather Kittlitz, Kristi Grund, Kristin Ray, Jeffie LaJoie, Jessica Rady, Holly Wickenhagen, Amanda Hayes, Jami Waite

Call To Order

The meeting was called to order at 6:33 pm by President Melissa McGann at Chloe Clark Elementary School in DuPont. Proper notice was give to all board members. A quorum was present.

Approval of Minutes

No proposed corrections for the CCPTA Board of Director's Meeting Minutes for June 3, 2009; the Minutes were signed and filed for audit.

President's Report

- a. The president reminded everyone of the confidentiality of meetings
- b. The president reviewed the basics of the CCPTA, and reviewed the board retreat held in August.
- c. The president raised the issue of changing our PTA stated goals, as discusses at the board retreat, and bringing those new goals before the general membership meeting on September 16. Discussion followed. The matter was tabled to new business.
- d. Back to School night will be held on Thursday, September 9. The PTA will have a presence including membership , Leaf Your Mark, Calendars, Open Positions.
- e. The next general membership meeting will be held on September 16. On the agenda for that meeting is election of the nominating committee for the 2010-2011 board, as well as possible changes to the standing rules. Discussion on standing rules to fall under new business.
- f. The CCPTA will loan a popcorn machine to a local church (The Church of Jesus Christ of Latter Day Saints) on September 18, they have signed a lease agreement. The suggestion was made and agreed upon to attach a membership form to all lease agreements, and that a donation would be suggested.
- g. The president reviewed the status of moving the PTA equipment from the PTA storage room, which has become an office for Mr. Schmidt, a Chloe Clark teacher. Currently, PTA property is stored in the classroom directly adjacent to the old storage room. The popcorn machines are stored in a locked closet in the community room. The binders and papers are stored in the Library storage/work room. Access to all rooms can be obtained by locating a janitor for a key.
- h. Mr. Bradshaw has notified the PTA of his intent to build a Rain Garden as a class project. Funds are provided from a 3rd party grant, however he has asked the PTA to help find adult volunteers for assistance with this project. The volunteer coordinator will liaise with him on this matter.

Vice President's Report

- a. There were no birthdays for September or October on the board.
- b. The Vice President reviewed Reader Board announcements. Requests for announcements should be made to the Vice President.

- c. The Vice President reviewed the schedule for PTA Mondays. Any PTA member wishing to address the students during a PTA Monday should get in contact with the Vice President.

Treasurer's Report

- a. July and August Financials

The following documents were presented and reviewed: "July 2009 Reconciliation Summary", "August 2009 Reconciliation Summary", "Actual vs. Budget – July", "Actual vs. Budget – August". (see attached)

- i. Bank Balance on hand as of August 31, 2009 is \$18,841.85.

Secretary's Report

The secretary reviewed the legal documents box. The box will be accessible to all PTA members, and will be locked securely at the school when the PTA storage system is resolved. No documents should be added or removed without notification to the secretary or president.

Committee Reports

Fall Fundraiser

- a. QSP Cookie dough and magazines
- b. Kickoff will be September 14th at PTA Monday
- c. Actual fundraiser will begin Wednesday, September 16
- d. The school reward will be earned if we reach an average of 3 items sold per student. Reward ideas involve Mr. Yoho, and will be announced after approval.
- e. Top Class award will be an ice cream party.

Leaf Your Mark

- a. The flyer and order forms have been redesigned, to include where money raised has been spent in the past, and what the PTA hopes to use the money for in the future.
- b. A shadow box will be used to display a leaf and a color flyer explaining the fundraiser, and will be wall-mounted near the tree.
- c. Fence posts are also available at the following price points: Silver, \$250; Gold, \$500
- d. Cost for the fence post plates is approximately \$7, and includes free advertising in the PTA newsletter for a year. A business flyer will be created to explain benefits for business and encourage more community participation.

Legislative

Legislative Assembly is October 2-3, the legislative chair is planning to attend and vote representing the CCPTA. The legislative chair will email issues and descriptions to the board for discussion and comment. Focus Day will be held in Olympia, January 18, and will be a family event.

Membership

The membership drive will be a football theme, "Join the Winning Team". There will be Seahawks prizes for individuals, and a pizza party for the class with the highest percentage of membership. The membership chair will also be approaching businesses to join the CCPTA, and offer discounts for PTA members. PTA board members are reminded to wear football clothing during the Back To School Night.

Newsletter

Submissions for the newsletter should be emailed in text format, in the body of an email, by the Friday prior to the CCPTA board meeting. An electronic version will be submitted to the executive board for review, then to Mr. Yoho.

Public Relations/Publicity

Christy Johnson volunteered to fill this position. All letters, flyers, or any printed materials should be submitted to the PR chair for formatting and approved by the president before distributing.

Volunteer

- a. All board members are reminded to track their off hours, recording time in an itemized format. The reporting forms are available online, and should be left in the PTA box for the volunteer chair or emailed to her directly.
- b. All volunteers at the school must sign in at the school office, and must have a valid ID badge to be in the building.
- c. The volunteer chair will communicate with teachers and staff with the aim of fostering partnership.
- d. All board members should send their volunteer needs and requests to the volunteer chair.
- e. The volunteer chair will pursue including the Forever Young seniors in PTA events.

Yearbook

The yearbook chair requests photos from the first day of school be emailed to her for inclusion in the yearbook.

Box Tops

- a. Box top store dates are:
 - October 7
 - December 2
 - February 3
 - April 14
 - June 2
- b. Box top carry over from last year is \$1,174.10.
- c. The box top chair requests volunteers to assist with the program.

Fitness for Fun Night

- a. The chairperson is seeking donations to use as raffle prizes from local businesses and seeking vendors to provide activities and displays.
- b. The event will run from 6:30-8:30
- c. Volunteers are needed for this event, the chairperson will coordinate with the Volunteer Coordinator.

Explorer Track Club

- a. Kickoff will be September 21
- b. More bracelets will need to be ordered, and should arrive by next week. Labels and class rosters have been obtained from Mrs. Nauman.
- c. The coordinator will ask teachers to include Track Club Mom on their classroom volunteer sign up sheets.
- d. A Golden Shoe will be instituted as a traveling reward for the class with the most monthly laps.

Awards

No report

Bulletin Board

No report

Popcorn

Sales will begin on September 18

Reader Board

The reader board is available to promote school and PTA activities, the schedule is managed by the Vice President.

Staff Appreciation

- a. Donuts were provided on the first day of school
- b. Thank you notes with gum were provided to the teachers for making the kids feel welcome
- c. There may be weekly small gifts to show our appreciation for the teachers
- d. Teacher and staff birthdays will be recognized

Web Site

We have a new web host, and so the web site will be in a different format. Construction is in progress.

New Business

Volunteer of the Month There is no volunteer of the month for the summer months, the first recognized VOM will be in October for September. The recognition committee consists of Nanette Winkler, Mrs. Nauman, and another teacher.

Fall Festival

This event has been removed from the PTA calendar, because it no longer falls within the PTA goals, and because no one has volunteered to organize it.

Proposed Amendments to the Standing Rules

This topic has been tabled to the October board meeting due to time limitations.

Leaf Your Mark

The discussion regarding Golden Acorn recognition on the Leaf Your Mark tree has been tabled to the October board meeting due to time limitations.

Newsletter

The discussion regarding including information from local non-profits has been table to the October board meeting due to time limitations.

Concerned Citizens for the Steilacoom School District

This organization has requested surplus PTA items be donated for sale in the DuPont yard sale. Discussion followed. The determination was made that the PTA currently does not have any items to donate for the sale.

Goals

The board has resolved to adopt three primary goals for the 2009-2010 school year.

1. Encourage and facilitate academic and extra-curricular enrichment programs for all students.
2. Promote and environment that encourages parental involvement in both school and home.
3. Engage in fundraising efforts to support our mission.

The CCPTA will use the goals to evaluate all activities and funding requests that come before the board. Further discussion was table to the October board meeting due to time limitations.

Closing

The meeting was adjourned at 9:06 pm. The next board meeting will be held on October 7, 2009 at 9:15am at Ovation Academy. The next General Membership Meeting is April 15, 2010 at 6:30pm at Chloe Clark.