

Cedar Mill PTC Minutes ***February 2, 2016***

Attendees: Brian Horne, Hillary Peck, David Platt, Janell Hosch, Diala Charamand, Sarah Kennedy, Jessica Baker, Kimberly Pearson, Jill Bard, Natasha Seifert, Jane Kim, Katie Payne, Laura Grosso, Melissa Potter, Debbi Marshall, Roberta Horne, Kristen Haslebacher, Tom Kobayashi

Meeting called to order by Hillary Peck at 7:00 pm in the library.

I. Volunteer Opportunities/Updates – Diala and Kimberly

- Clothes closet (Susan Marshall leading) on 2/10
 - We will be making a small monetary donation as well
- Kindergarten round up (Diala Charamand leading) on 2/18
 - We will have a laptop on that day so new parents can learn about and sign up for the new volunteer system
 - Not doing sunflower plants this year. Kindergarten teachers want to be more involved with the kids this year. Mini activities will take place in the three classrooms. Volunteers will assist the teachers.
- Staff luncheon (Amy Wilde-Taylor and Hillary Peck leading) on 2/19
- Passport Club – Steve is looking for someone to shadow him next year in coordinating this event
- The front office needs leggings and pants for girls brought to the office
- Upcoming events
 - Feb 10 - Clothes closet
 - Feb 15 - No school
 - Feb 18 - Kindergarten round up
 - Feb 19 - Staff luncheon
 - Feb 24 - Passport club
 - Feb 27 - Auction night
 - Mar 15 – McMenamins Dine Out at Oak Hills Brew Pub

II. Current/Recent/Past Event Updates~

- ***Dine-Out & Script (Natasha):***
 - Next Dine out will be in March 15th at McMenamins (checks paid between 5pm-close). We can use McMenamins Scrip cards to pay that night and benefit the PTC even more. We get 50% of all of the checks paid during that time.
- ***Auction (Kristen):***
 - Ticketing – 175 purchased, with a goal of 200 sold. Will have a table at the school during Valentine parties. This count includes staff tickets (covered by donations)
 - Donation deadline is Friday. Won't be accepting donations after that date. Auction website has all of the donations listed. They will be grouped into lots by next week.
 - Volunteer swap with West TV (their auction is Feb 20th) is still on. We are in need of 2 more people to help with this. They are sending 10 volunteers to our auction.
 - May need more volunteers to help set-up for our auction, but this may be completely covered by the auction committee.
 - Last committee meeting is on Feb 11th.

- Hannah Pappas has been working on coordinating the classroom art projects with the help of many volunteers.

III. Budget - Sarah

- Current balance is \$53,384.84, last month was \$50,316.36. Collected \$13,264.56 in auction ticket sales so far. Bussing for Biz Town was higher than expected. Not sure what will be going on for Biz Town next year, may just do it every other year and take both 4th and 5th graders (so we have enough students to have a Cedar Mill Only session). 4th Grade Overnight is a big expense that is coming. Will likely exceed the \$7,000 budget.

Hillary made a motion to approve the budget, David seconded the motion. All were in favor.

IV. Open Items~

- OBOB mock battles have begun. New family starting next week from Terra Linda, and the mom ran the OBOB program at Terra Linda and would like to help.
- Open Committee chairs for next year – Kindergarten Round up, Passport Club, and more to come
 - Would like to get more new names on this list and have board members having fewer committee chair roles
- Meeting time change to 6:45 starting next month and the rest of the school year.
- Classroom advocates (Jane Kim) – Parents really value the close knit community of the school. Would like to explore the need for a classroom representative/liason that can represent the class when necessary (or perhaps a grade level rep). Not to re-communicate the same info that the teachers are communicating, but to build the sense of community and keep parents engaged. Perhaps have classroom get-togethers before school starts or monthly communication to the parents. Get the word out about big events and needs of the school. Wouldn't be required for every classroom. A potential issue is that the parents don't have access to the email distribution for the class. We will look into this as part of our conversion to the new volunteer software. Can we leverage a Facebook page or Twitter to do this (possible that people wouldn't have a Facebook account though and don't want it to be exclusive). Need to make sure we reach all of the parents though, some may not be in the volunteer software (although everyone with a background check will be in the system). Could send home a flier to get people signed up.
- New volunteer management system – In order to get a background check now, you have to register in the new volunteer system. There is a mobile website that can be used to check in when arriving at school. You have to login to your account to sign in to the school. Sign up genius will go away and signups will be handled through this new software. Not sure if the software allows for sign ups in which you need to bring things.
- District fliers were created for Kindergarten Round up, these haven't been sent by the district yet
- Can we put Kindergarten Round up on one side of the marquee outside? Mr. Horne said that was fine.
- Running Club – Found out that athletic events are not covered by our insurance. Fun Run is covered because it is a fund raiser. During recess, the school policy covers this, but we aren't covered for before school running club.

V. Minutes - Janell

Minutes from the January 2016 meeting were posted on the webpage, cedarmillptc.org

Hillary made a motion to approve the minutes, Diala seconded the motion. All were in favor.

VI. Principal Update - Brian Horne

- Better Impact – new volunteer system – this is our month to do sign ups. Need to get as many people signed up this month as possible
- School Dude – new system starting next year, this will be the system to request building/facility use (for cub scouts, etc). Still using paper forms for the rest of this school year.
- Future Ready Schools – Mr. Horne will visit Bethany soon, we are scheduled to be onboard in the fall. Involves technology integration and training.
- Adding some technology due to our growth. Will have more updates on this next month.

Meeting Adjourned 7:58 pm