

Little Cedars Elementary PTA 7.6.32

Little Cedars PTA General Meeting

September 17, 2019

Board Members

<i>President</i>	Emily Walker	<i>Co-VP Communication</i>	Kimi Guichard
<i>Treasurer</i>	Andrea Vandehey	<i>Co-VP Communication</i>	Kayla Shreve
<i>Secretary</i>	Jennifer Shepherd	<i>Co-VP Events</i>	Lauren Waltzing
<i>VP Academics</i>	Emily Ulmer	<i>Co-VP Events</i>	Tia Luckey
<i>VP Fundraising</i>	Heather Mauerman	<i>Membership Chair</i>	Angela Loth
<i>VP Watchdogs Chair</i>	Pete Keating	<i>Advocacy Chair</i>	Stephanie Ridley

Minutes prepared by: Stephanie Ridley

Secretary (Jennifer Shepherd absent) Minutes presented by Advocacy Chair (Stephanie): Approve May meeting minutes: **Motion to approve Tia Luckey, second by Angie Loth. Motion approved.**

President (Emily): Welcome and Introduction. First half of meeting to cover annual review, review of mission standing rules, and the second half of meeting to cover updates and year ahead.

Discussed how we now take credit cards and how we are taking more credit card payments than cash payments.

Emily reviewed what the PTA does and what we do with the funds.

Everyone read over the PTA Mission and Goals. Approve the goals: **Motion to approve Gina Detlor, second by Kimi Guichard. Motion approved.**

Review of Standing rules:

- Watchdog chair has been a non-voting position. Change the position to be a chair.
- Discussed having committee chairs be able to serve longer than 2 years. Discussed the need for a solid pass off from one chair to the next to ensure a smooth transition. One idea on how to train the next person would be for the person to shadow the chair for a year before that person takes over. Each chair should have an informational binder and leave phone numbers of who to call for help in the binder.

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Approve the change to the Standing Rules: **Motion to approve, Kayla Shreve, second by Emily Ulmer. Motion approved.**

*Further discussion needed on if we should put in standing rules when it is appropriate to use the reserve.

Elect VP of Communications. **Approved to elect Kimi Guichard and Kayla Shreve.** Welcome!

Treasurer Report (Andrea Vandehey):

- Andrea reviewed the budget for the 2019/2020 school year and went over changes made. The teacher count needs to be updated from 29 to 30 with the added 6th grade class, which was a last minute addition.
- Request to add \$100 for food handler's permit which will be added under administration. **Motion to approve \$100 by Andrea, second by Lauren Waltzing. Motion approved.**
- Andrea reviewed the treasurer's report YTD. There has only been a little activity as of the meeting date due to the fiscal year starting on July 1st. The report covers July 1st-August 31st.
- Andrea will be including the Income and Expense Compared to Annual Budget report along with the Treasurer's report.

Financial Review (Jen Butler):

- The three PTA members to do the annual audit were Jen Butler, Gina Detlor and Angie Loth. They used the WSPTA template as a guide.
- Books looked good. The \$500 that it didn't balance was decided that it was outstanding checks that hadn't been cashed.
- Jen suggested we do a mid-year review and not just an annual review to make it easier. **Motion to do a mid-year review by Angie Loth, second by Pete Keating. Motion passed.** We will need to vote at the November meeting who the three will be who will do the mid-year.

Upcoming Events (Lauren Waltzing and Tia Luckey)

- Bingo was a huge success.
- The fall dance has Kat Dale and Jen Shepherd as co-chairs. The idea of Momsters as a theme was discussed. It was decided that it should remain an entire family event. Momsters could be the theme but it needs to remain for the entire family. Fall dance will be on October 11th. We already have 9 volunteers.
- Lauren did a tour before the meeting for volunteers to see where the PTA room and the PTA closet are.

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- The first question from volunteers is, "What's the first step?" It's to do the Safe Visitor application.
- There are lots of volunteers needed. Visit the Little Cedars PTA website for more information.

Programs (Emily Ulmer):

- Emily discussed the new science program. This year we will be doing Mystery Science. Volunteers can sign up with their teacher.
- Emily organized the science closet.
- Reflections is happening again this year. Emily will have due dates shortly.
- Lego Club: We have lots of volunteers but no one to chair. we need to have a chair or co-chairs so that Lego club happens this year.
- Art Club: BJ Taylor can chair art club this spring but if we want to have it during the fall or winter, we need someone different to chair the program.
- Yearbook Committee: There will be a meeting this coming Thursday at 6:30 PM at Gina's house.

Miscellaneous Updates (Emily):

- We will be reviewing grant applications at board meetings.
- We will not be doing Moms and Muffins or Dads and Donuts this year. We will be looking for something to potentially do instead.

Mr. D update:

- Everything clicked into place at the last minute. The school was given an additional 6th grade classroom, which saved students who were late at enrolling to Little Cedars to being pushed to Cathcart. It allowed for Little Cedars to help out Seattle Hill and take some of their 6th graders. The 6th grade classrooms went from 32 down to 26.
- We discussed who all of the new teachers are.
- Mr. D thanked the PTA for all of the wonderful events that the families & students get to enjoy.
- We are at 670 students.
- There is a bond package going on the February docket.
- SSD has about 200 kids varianced in from other school districts.
- Don't wait to do the Safe Visitor application. If you're planning on volunteering at any point then get it done as soon as possible.
- Fire drill this coming Thursday. Lots of training in place for staff on how to prepare the students for any situation.
- With IXL going away, the staff is looking into other options. There are lots of free apps available.

Meeting adjourned: 8:59 PM