

Audubon PTSA BOD Meeting Minutes

May 7, 2009

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DRAFT – To be approved at the June 11, 2009 BOD Meeting

Call to Order

The meeting was called to order at 6:20pm by Co-President Shelby Maier.

Board members present were: Shelby Maier, Linda Hall, Claire Gajary, Stacy Christofferson, Erik Christofferson, Kym Lukosky, Victoria Clarke, Judy East, Julie Haase, and Nancy Low. Also present were Karen Dickens, Danielle Garfoot, Susanna Stutzman, Roy Captain, and Lisa Collier.

Minutes approved.

Presentation

Budget Review—Linda Hall

Linda Hall passed out copies of the end-of-year budget and we reviewed it line by line. Motion to approve below. This budget is presented with the intention to re-review in September.

Fundraising—Stacy & Erik Christofferson

The 2009 – 10 Fundraising plan was outlined by the Christoffersons.

The no frills budget was estimated at a little less than this year.

Volunteer hours are expected to stay the same.

We are dumping Great Lakes Scrip & Target.

We have deleted Original works.

We have added a jogathon/walkathon.

We believe we can raise net \$38,000 next year.

We discussed the need to balance volunteer hours with the payoff, keeping volunteer burnout in mind.

Motion to approve below.

There was a discussion with Kym regarding volunteer hours.

Presentations:

Spring Clean Up

Clean up day is 5/16, 9am – 4pm, organized by Kim Brown

Survey Results – Sue Shutz

The percent response was much higher this spring than in the past.

We are looking to do another survey in the fall.

Perhaps the results can be posted to a new advocacy page on the website. She will propose this new page at a later meeting.

Linda emphasized the importance of responding to parents and sharing what we do with those results.

Convention Recap--Julie Hasse

WA State PTA bylaws now allow mail and e-mail voting for NomCom and officers-- we have the option to do this or not. This option is not allowed for other votes. Meeting participation is allowed now by phone or video conference.

The Lake WA PTA Council was presented with a gold award of excellence.

At today's council meeting, Chip Kimball brought out details of the new budget, and received a standing ovation for how they have protected our teachers and kids, given the cuts. A great deal of thought and care went into this.

Principal Report

Karen spoke on the budget. The district office took some of the biggest cuts.

\$6,700 for professional development has been cut, removing teacher leaders and professional development completely. As research tells us that the quality of the teacher affects student achievement more than any other things. Karen still needs to have this, and has to figure out how to pay for it.

Three district principals, including Karen, have professional development backgrounds and are getting together to develop pro plans principals can use.

Linda asked if we can budget some things in September, can she use it this late? Karen said yes.

Everyone will get involved in PD and leadership. There is \$1,400 left out of this year's money, Karen is buying up a program, books and facilitator guides to last the next couple of years. Conferences will be out of the question, perhaps PTSA money could be used for this. We are trying to build a cadre of people to pass on their learning.

We are losing admins and staff developers, and transportation is being looked at. Karen mentioned that we should be ready for a possible later school start time.

We are keeping Safety Net, Better Schools.

96 kindergarteners have been registered for the fall, 3 full days and one half day plus overflow. Lots of people are coming out of private kindergartens. We're very behind in planning because of the unknown budget.

There was a press release stating the cuts chosen by the district.

President's Report – Shelby Maier

Shelby reminded all officers to document their position.

By June 12th, all receipts need to be turned in.

There was a proposal to do an e-news over the summer.

Emergency Prep—Lisa Collier

Lisa stated that EP is always a work in progress. By September she will have more information for discussion. She is doing an inventory in the next few weeks.

Treasurers Report—Linda Hall

We have a commitment to look at the budget again in September, be thinking about your requests.

Increase in students affects the budget how? Impact assessment has not yet been done.

Julie stated that she needs help with extended classes. Perhaps it should be managed by a subcommittee. This is huge in our budget.

The April Treasurer's Report was circulated. We are hopeful that we will be ending the year on a positive.

Linda clarified some questions on expenditures.

Most of teacher expenses go to books!

Faculty Report—Danielle Garfoot

Teacher appreciation has been phenomenal. She thanked us for all the support all year.

Extended Classes—Julie Hasse

Julie stated that some extended classes have a lot of demand and are getting very large. How do we ensure proper supervision?

All vendors operate on their own ratio, are the ratios guaranteed? Most are very trustworthy in their discretion. Most vendors go with about 1/16 ratio. Karen suggested requesting a ratio in the contract.

Karen also suggested that we determine the ratio, keeping in mind that younger kids need a different ratio.

The idea was floated to waive registration for parents who are volunteering-- volunteer reliability is always a concern. Julie suggested reimbursing costs at the *end* of a class for parent volunteers.

Our goal is to put it on the vendor as much as possible.

Tapping HS honors students for their required service hours is another idea; asking the YMCA for their recommendations on ratios will also help.

Motions

Budget

Audubon PTSA agrees to refer the 2009-2010 ProForma Budget to the General Membership.

Julie Hasse read, Nancy seconded, motion passed.

Fundraising

Audubon PTSA agrees to accept the Fundraising Plan for 2009-2010 as outlined by the Fundraising VPs Stacy & Erik Christofferson.

Shelby read, Linda seconded, motion passed.

Membership Fee Increase

Audubon PTSA agrees to increase membership fees for the 09-10 school year in compliance with changes to the WSPTA Standing Rules. Audubon PTSA Staff membership will increase from \$7.50 to \$8.00. Individual membership will increase from \$10.00 to \$10.50.

Shelby read, Julie Hasse seconded.

We discussed if we should increase membership fees entirely this year, or over 3 years. It was decided that the overall increase was small enough to just do it this year.

Amended Motion:

Audubon PTSA agrees to increase membership fees for the 09-10 school year in compliance with changes to the WSPTA Standing Rules. Audubon PTSA Staff membership will increase from \$7.50 to \$8.50. Individual membership will increase from \$10.00 to \$11.00, and family memberships from \$20.00 - \$22.00.

Read by Victoria, seconded by Stacy C.

We decided to refer this to the General Membership for a vote.

Volunteer Tea

Audubon PTSA agrees to grant up to \$100 from contingency to help defray the cost of the volunteer tea. Expenses tend to fall on teacher unequally.

Read by Shelby, seconded by Judy.

Karen was uncomfortable with this. She doesn't think teachers *or* PTSA should pay for this. It's the only opportunity to thank the PTSA and volunteers. Other schools managed it by bringing food.

Shelby pointed out that funds do not need to be used, should they be made available?

Motion passed.

Quarterly Grant Request Review

Audubon OTSA agrees that all non-budgeted items requesting discretionary funds shall be reviewed for approval on a quarterly basis by the PTSA BOD. To be eligible, a request shall be submitted and distributed to the PTSA BOD at least two weeks prior to the applicable quarterly review.

Shelby read, seconded by Julie Hasse.

We clarified that “quarterly” means trimesters in our school year.

Shelby wants to flesh out the motion a little more before voting.

Karen requested to be involved in the process before the meeting and before the approval, as some requests involve academics. Rose Hill Elementary has a form for requests that we can try to adopt.

Judy motioned to table, have a subcommittee work on it, and propose it at next meeting. Nancy seconded, motion passed.

The meeting was adjourned at 8:10pm by Shelby Maier.

Submitted by: Claire Gajary

Date Approved: _____