



2011-2012 Board Meeting Minutes  
 18 October 2011: 6:30-8:00 pm

Name	Role	Present	Name	Role	Present
Mary Wilkie	President	x	David Ziegert	Watch DOGS	
Stephanie Jackman	Principal	x	Mandy Bradish	Community Chair	
Lisa Chinnery	VP	x	Debra McCloskey	Green Team Chair	x
Wendi Hinrichs	Treasurer	x	Shayna Whitehouse	Membership Chair	X (2 <sup>nd</sup> half)
Suzanne Hoagland	Secretary	x	Annette Gruba	Financial Co-Chair	x
Sue Grant	Teacher	x	Michelle Killpack	Financial Co-Chair	x
Steve Lohn	Teacher	x	Pam Ziegert	Communication Chair	x
John Meere	Teacher		Debbi Serke	DPC Council Chair	
Renee Christofferson	Teacher	x	Tim Geldean	member	x
Karen Mackie	Teacher	x	Jennifer Kirk	member	x
Laura Hendrikson	Teacher	x	Linda Blaustein	member	x

Welcome and Introductions - Mary

- 3 PTA (non-Board) members attended the meeting - welcome!
- Minute Approval via Doodle poll - COMPLETE, 9 members approved
- By-Law updates still in process - Annette, John, Suzanne and Mary to meet

Committee Reports

Community Events - Lisa

- All-Cultures Festival - Oct 13
  - great team effort with staff and parents!
  - Committee will meet to do a wrap up
- Walk-to-School (5-Oct) - successful; went off without a hitch
- Reading to end Racism - 23-September
  - successful went off without a hitch
  - Debbi did a good job coordinating
  - Johnna did a good job getting additional readers in the week before
  - will read through feedback provided by teachers
- Reflections
  - will still take submissions through Friday
  - items will be displayed soon

- committee is setting up 2 times for students wishing to create something to work on it in the Art room
- School Dance
  - happening on December 9
  - planning is in process
  - Book Fair also happening during the same time
  - suggestion to contact student council for help

### Fundraising Committee

#### Jog-A-Thon - Annette, Tim

- kudos to Annette, Michelle and Tim
- already have \$14k, with money trickling in
- 2 x 3<sup>rd</sup> graders were top fund-raisers (over \$1000)
- would teachers be motivated by prizes, to motivate kids?
- also interested in having a family component, for example: Are you faster than your elementary schooler?
- Sue suggested that there be a classroom award, competition between other classes

#### Original Works - Michelle

- art has gone home!
- will need help sorting through orders when they come in

#### PTA Boxes - Michelle

- how are they working out?
- some teachers are putting ALL PTA materials in them
- some teachers prefer to bring PTA items to mailboxes
- other teachers are very happy to have them

### Green Team - Deb

- All-Cultures was GREEN - only 1 bag of trash was generated!
- 26-October is putting the gardens to bed - come help!
- Lunch room Eco-cycle - still 2 parents each week monitoring lunch
- Eco-Cycle Updates
  - Michelle from Eco-cycle came to talk to Jesse and Mark
  - will have Michelle educate the rest of staff soon
  - student Green Team is ready to help, but haven't gotten organized yet
- Halloween is here
  - classrooms should use lending closet
  - first come, first serve for 400 dishes
  - 1<sup>st</sup> graders are already planning on using the supplies!

### Watch DOGS - Pam

- no update

## Communications

- Class Reps - Suzanne
  - most classroom reps are trained
  - all reps are working on the classroom rosters
  - suggestion that compiled grade-level rosters only be sent home in hard-copy
    - feel that many people will not want their information easily forwarded
    - on classroom level directories, reps have been asked to send an electronic version with strict instructions NOT to forward
  - getting a lot of feedback from parents that they are frustrated to not have a school-wide directory
- PTA Communication - Pam
  - please remember to use the deadlines for all PTA communications you and your teams wish to broadcast (including Listserv announcements, newsletters, etc)

## Treasurer Report - Wendi

- have a tax accountant who will do our taxes for \$150!
- Reflections asked to spend a little more money this year to buy ribbons for next 4 years; budget for next year will be less
  - Deb made a motion to let Reflections spend \$50 over budget this year
  - Annette seconded the motion
  - vote to allocate \$50 over budget for Reflections spending was unanimously approved
- Cougar Wear in this week!

## President's Update - Mary

- PTA Identity & Culture
  - currently doing research on volunteers leading volunteers
  - interested in perception of PTA members and how you feel?
  - we should talk as one voice; be cautious esp. if we are in the midst of a disagreement
  - Tim would like to see budget information and what we are spending
  - Linda suggested putting out a simple pie chart showing the money raised, just so that info can soak in
  - be thinking about what each person's investment level is... why are you doing it?
    - what are your expectations/assumptions that we are operating under
    - what values and goals do you have for PTA?
  - would like to review at future meetings; would like to formalize atmosphere, culture and identity
- would like to have the November Board Meeting be closed to people not on the Board, since we are discussing bylaws and cultural identity
  - Annette made a motion to make the November Board Meeting closed
  - Pam seconded the motions
  - vote was unanimous in favor of having the November Board Meeting be closed

## Principal Report - Stephanie

- received CO unified improvement plan guidelines; must be used for school accountability measures
- this is a staff created document & school accountability team reviews/approves
- progress report is generated 3 times a year
- highlights key improvement strategies

- different measures we are accountable for
- striving for one pager to summarize

#### DPC UPDATE:

The DPC monthly meeting is this Wednesday night (19/Oct) at 6:30pm: It is the school board candidates' forum. Even though only one member represents our district, we vote on all the candidates so it is best to be informed on their views! If anyone would like to represent LES at the meeting let Debbi know. The minutes from the Sep DPC meeting are at the following link (Prop 103). If anyone would like more information on this topic, send Debbi an email. <http://bvsd.org/dpc/Pages/minutes2011-12.aspx>

#### STATE & NATIONAL PTA UPDATES:

- PTA Take Your Family to School Week (Feb 12-18, 2012) \$1000 grant: Applications due October 28<sup>th</sup>
- PTA Farm to School Month (October) \$1000 prize and poster contest: Submissions due October 31<sup>st</sup>
- Colorado PTA Legislative Conference: Save the date for February 9, 2012 at the State Capitol
- Colorado PTA Annual Convention: Save the date for April 20-21, 2012 at the Omni Interlocken Hotel

#### PLEASE NOTE:

- We need to begin thinking about recruiting new officers - elections are held in early March for 2012/13!!
- November's Board meeting will be a closed session (29/Nov 6:30-8:00pm)

SEE ACTION ITEMS ON PAGE BELOW

Action Items - highlighted items are incomplete

Item #	Action	Owner	Resolution
181011A	Get Student Council to participate in planning of School Dance	Mandy	
181011C	Talk to Stephanie & Mary about School Level Directory for 2012-13 year	Suzanne	
181011D	Ensure the budget is on the website for parents to easily see	Wendi	
181011E	Meet with fundraising committee to discuss fundraising and matching funds	Wendi	
130911C	Set up bylaw review committee meeting to be completed by 18-October meeting. Committee members are: Annette, John, Suzanne and Mary. <u>18-Oct: In progress. Changed owner to Annette from Mary. Annette &amp; John have met... need to add Mary and Suzanne in follow-up meeting.</u>	Annette	
130911H	Ask Luisa to take photos of the Cougar Wear options and send to Karren Stuart to put on website	Stephanie	
181011B	Contact Class Reps to remind them to use lending closet for Halloween (check with Deb first to determine what's already been reserved)	Suzanne	Completed in October
130911D	Set up a meeting to discuss how to be more efficient with PTA packets, including translating, sending electronically. Meeting to include Sheri (copies), Pam, Luisa, Mary, Patty Gruber, Stephanie, Suzanne	Pam	Completed in September: only Spanish and those who requested hard copy docs will be produced; the electronic version will go out the following Monday
130911E	Follow up with Tonja Yelton at <a href="mailto:tonja.yelton11@gmail.com">tonja.yelton11@gmail.com</a> on connecting with potential RER readers	Debbi	Completed in September; Johnna was instrumental in helping get readers!
130911F	Send Board write-up for explaining the RER reading program and commitment	Mary	Completed in September
130911G	Follow up with Stephanie for a plan for drying and putting away dishes the morning after PT Conference dates	Suzanne	Completed in September
130911A	Provide Mary and Stephanie with thank you notes for corporate donations	Suzanne	Completed on 15-Sept
130911B	Work with Stephanie and [grant writer] to	Mary	Completed in September;

	sign and send thank you notes for corporate donations (Calypso)		wrote the letters & left them for Stephanie to sign
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