

Business Meeting Minutes

Tuesday, December 9, 2008

6:30 ó 8:00 p.m.

1. Call to Order - Meeting was called to order by Liz Wager at 6:33. There were 14 people present.
2. Approval of the Minutes - Debbie Breitman made a motion to approve, Holly Hultgren seconded it.
3. Report of the Officers ó
 - a. President's Report ó Liz Wager
 - i. The official PTA paper color is now buff. PTA will buy extra paper from LES.
 - ii. Thank you notes from CO PTA regarding membership drive, and from the photography club sponsors for our monetary support.
 - iii. All Website info needs to be sent through Jamie Ladwig to Karren Stuart
 - iv. Policy & Procedure book draft was handed out. We will gather all ideas and suggestions at our Feb or March meeting.
 - b. Treasurer's Report ó Debbie Breitman
 - i. There's an updated Funding Request Form
 - ii. We will send letters to folks who wrote bad checks.
 - iii. An updated copy of the budget was handed out
 - iv. Checking account
 1. The new signators have been added
 2. Debbie moved \$25,000 into a 10 month 3% CD, available on Oct 10th
 3. We've switched to a non-interest-bearing-account to avoid fees, and fees we've acquired will be refunded in January.
 - v. The deadline for funding request forms for this school year will be May 8th
 - c. Principal's Report ó Holly Hultgren
 - i. Open enrollment
 1. Open house and tours will be Dec. 15th, Jan 13th, and Jan 15th
 2. We need 2-3 parent volunteers at each session to set up refreshments and run tours. Liz will be the contact for volunteers.
 3. We will be handing out red folders full of information, and need help assembling folders.
 - ii. Kindergarten orientation will be Feb 11th
 - iii. Coffee chat will be Dec. 11
 - iv. Imagination Makers - Dec 11th, 12 and 1:15. Parents are invited
 - v. There will be a BVSD press conference at LES Wednesday, Dec. 10, 10am
 - vi. Garden to Table - the staff had a preliminary meeting about this program. If there is enough interest by staff and volunteers, this may get started this spring. This program will be integrated into the curriculum.
 - vii. SIT - School accountability report will go home on Dec. 19th. LES is still rated as high, with typical growth. Our goal is to close the achievement gap, but rapid population growth makes this challenging.
4. New Business ó
 - a. Report from fundraising committee ó Susan Churchill

- i. Our winter/spring fundraisers will be held on two nights -- Feb 19th, in conjunction with the winter choir concert, where main fundraising will be a raffle, and May 15th, in conjunction with the spring musical, where main fundraising will be a silent auction.
 - ii. There are 4 sub-committees
 - 1. Communications/PR
 - 2. Concessions - raffle, auction
 - 3. Ambiance - ushers, lights
 - 4. Carnival of sounds - performing artists, activities in cafeteria
 - b. Ideas for using Share Point for PTA document storage and sharing ó Monica
 - i. The advantages of using this system include paper reduction and sharing of information
 - ii. We can use this system to
 - 1. invite people to meetings
 - 2. store agendas
 - 3. store minutes
 - 4. store action items
 - 5. store /fill out forms (i.e. cougar wear)
 - 6. automatically notify folks if something is updated
 - 7. upload newsletter documents
 - 8. set up approval processes
 - 9. set up accessibility levels, make certain docs public
 - iii. Monica is willing to set the system up for us, and train us, after a smaller group gets together to go over design ideas.
5. Reports of Chairs and/or Committees
- a. Teacher Reps. - A document was handed out outlining questions and requests regarding
 - i. Family literacy night -
 - 1. Date? - Feb 3rd
 - 2. Funding? - PTA needs request form to determine budget
 - 3. Volunteers? - Suzanne Hoagland should be contacted regarding this
 - ii. Bookroom - where literacy resources will be centralized
 - 1. Volunteers? - Suzanne Hoagland should be contacted regarding this
 - 2. Budget? - PTA needs funding request form
 - 3. Work Day - Friday, Jan 16th 9 - 2
6. Announcements ó
- a. PTA Newsletter to go home Jan. 16th ó submissions due Jan. 9th
 - b. January 13th - PTA General meeting and Mike Medina, Angevine Principal
 - c. January 27th - PTA Board Meeting
 - d. February 24th ó PTA Board meeting