

Abernethy PTA Board Meeting

Date:10/11/2016

Attendees:

Jim Kohler	Hannah Nesper Newell	Abby Bokman
Lisa Delaney	Rose Hurner	Kari Brooks Copony
Murielle Adair	Amanda DeMoss	Jennifer Jensen
Beth Cavanaugh	Rachel Haas	Rene Hendricks
Shonda Laborde	Leah Woods	3 PTA General Members

Agenda:

1) Call to Order

- a) 7:07pm by Jim Kohler

2) Approval of Minutes –

- a) Beth Cavanaugh made a **MOTION** to approve the minutes from the September 13th board meeting. Kari Brooks Copony seconded.
VOTE: The motion passed unanimously.

3) Officers & Committee Reports

a) Tour de Ladd wrap up

- i) \$25K in donations was on pledge forms, but 40% of kids did not return pledge forms. So far have taken in \$9K; \$8K of it online, \$1K in cash/check. Sold 34 helmets- which is a lot more than last year. Helmet sales brought in \$170 for Abernethy and \$170 to Legacy Health (event sponsor) and 4 helmets were given away.
- ii) Great event day. Only rained on last group – 4th grade.
- iii) Really want to move to online pledging. **Are there any volunteers who could lead this effort to program online pledges?**
Abby knows of other schools who have pledge systems online- e.g., individual kid sites. **Can we find out how much it would cost to get a new system like this to streamline efforts?**
Firstgiving.com is one option.
- iv) A few crashes – all kids were ok. Medic volunteers were present.
- v) Hanna is taking over the event next year.
- vi) A 30-60 second thank you video is being created now by the film crew that was at the event for us to use. They are also working on a longer video for next year's 10th anniversary.

b) SKG: Harvest Social wrap up

- i) **Was a great event.** Had a Portland Nursery apple donation for tasting and ended up with enough extra for Harvest of the Month in Garden class. Made \$20 off a tshirt sale. SKG has enough passports for the event next year. The harvest swap table was beautiful. Next year will start right after school with music- there was a little lull and mix of people joining early and maybe not staying.
Suggestion: Add a vote for favorite apple at the tasting table?
 - ii) A few reimbursements still need to be submitted and paid for the event.
 - iii) Parents of Hosford students have reported knowledge gaps in Science – measurements, etc. Can Abernethy teachers learn from Hosford teachers where the gaps are to improve their transition?
 - iv) We may need additional garden class volunteers. Will follow up with Julie Welch.
- c) Finance Committee**
- i) TDL and PTA memberships were the biggest income the past month. Jenn B-A has processed some of refunds for Spanish.
 - ii) GAP started billing afterschool participants. The committee has requested to add a position on the finance committee to handle billing specifically since there may be additional PTA programs that require it. This new position would require the person to handle collections once/month, and ensure billing accuracy. Estimated to take 4-6 hours per month. The time will vary by month though because GAP is in 30-day cycles with new additions and cancellations. Rachel Haas made a MOTION to add a billing specialist position to the Finance Committee for the PTA. Hanna Nesper Newell seconded.
VOTE: The motion passed unanimously.
Nominations are needed to elect this new officer. Send candidates to abernethyptapresident@gmail.com
 - iii) Julie Welch has asked what her supplies budget is. Kari will let her know.
 - iv) Eve Davis is our current PTA accountant, however we need a new CPA to do PTA taxes (this is a paid position). If anyone knows of a trusted source, please email abernethyptapresident@gmail.com.
- d) Annual Appeal**
- i) Ryan and Sally are doing this and have started the process. This will run similarly to last year. They are looking for 1-3 new people to shadow them, as they are graduating out of the school after next year. Things are pretty smooth and systems created so this should be good for a 3-person team and the shadow could follow along during this year's annual appeal to learn the process.
- e) Communications**
- i) Update on procedure for PTA Digest and Room Parent mailing: Working on format for new PTA digest; will include new information and more detail than Monday Mailer on certain items. Every month will include: reminders about Community Meeting, votes requested, latest hot topic(s), links to previous Community and Board Meeting minutes, and help wanted board.
Room parent mailing – seemed unnecessary to add this communication through the communications committee. So if this is something room parents need, this should be managed by room parents, or VIPP as needed.
 - ii) Abby Bokman made a MOTION to add a new position of Co-Chair for Communications to the PTA Board. Rene Hendricks seconded.
VOTE: Motion passed unanimously.
Beth Cavanaugh is nominated for this role; election will be held at the next community meeting.

- iii) Would like to survey the PTA members, but the survey needs more development and feedback. Beth can send this via email for question examples.
- iv) There was a request from the kitchen to get kids to practice entering their ID on the key pad more. There was also a request for adult volunteers to sell milk each day (there have been some issues with double charges of milk). These requests will be added to the Monday mailer.
- v) Should we add a Q & A column to the digest? Yes, we'll try that with the first mailing.

4) Unfinished Business

- a) Follow up on how to send things out via Peachjar (find out process and possible expense).
Results: Jim will follow up more on this. Julie is looking into School Pay use as well (potential Shopify replacement). We need a mini-project (special committee) to analyze SchoolPay/Shopify/QuickBooks to figure out how we should best use these tools.
- b) Can GAP take over the cob bench area for native garden and nature trail?
Results: People are on board with this, but with the little kids maintenance of this area may be difficult and it gets a lot of wear after school. They would remove invasives, add a path, etc. Need to put out a MM about vandalism in this corner. SKG/GAP also wants to take plots along fence line on Elliott and recessed area behind the kitchen for herbs for Barbara. GAP is going to start using these areas. Grounds also want to work toward backyard habitat certification in the native garden corner. Jen is going to ask Heather what to do about the Cob Bench. If she wants to replace/keep then we'll bring this up next month.
- c) Can classes adopt grounds plots instead of families? Perhaps that would be more successful?
Results: Yes – Rachel will coordinate with room parents, and Jen will remain the point person for this – defining plots, setting a procedure, etc.

5) New Business

- a) **New .5 FTE funds** – PPS has given us additional funds for .5 FTE. We're not sure why this came through- parent action probably had a lot to do with this. Other schools also got this, so it is equitable. The Co-Presidents and VP met with Heather to discuss plans for this funding. She is in search of skilled teacher for this position. The schedule will be determined by candidate, teacher and staff needs. The position will have a K-2 focus: Literacy for K-2 and probably 2nd grade accelerated math support. There are several options but she has not settled on plan; it will probably take 3-4 weeks to get thru the hiring process. She wants to hire quality, wants someone who will fit in schedule-wise and with school. The funding is enough for a full time Educational Assistant, but she is opting for ½ time with an experienced educator. She has a few candidates in mind, but is looking for more candidates. Heather is flexible on schedule.
 - i) Second grade parents are not satisfied with this solution given the suggestion from Heather to advocate for more funds for 2nd grade support. Now to not know particulars of K-1 needs and see this position planned for K-2 instead of dedicated 2nd grade support makes it difficult and makes this plan seem like a bait and switch.
- b) **New afterschool programming discussions** – This was brought up by 2nd grade for back up if they didn't get in-class support. 1st grade has talked about doing a math club afterschool. Anyone could start an after school club, volunteer, and submit a CUB to the district for this.
More information on new afterschool options to follow in coming weeks/months.
- c) **PTA volunteer gaps to fill** – Milk person, lunch line expeditor, basketball coaches, need 4 photographers on each late start assembly for first 15 mins. Any interested parties for any of these positions should contact VIPPS coordinators.
- d) **October Community Meeting agenda**

- i) Measure 97 - TBD
- ii) Discuss procedure for community members to get on the agenda – *This topic was tabled due to time!*
- e) **November Board Meeting reschedule?** – Since the November meeting was scheduled on election night and the remainder of the week is a no-school week, we decided to move this to November 15th.

6) Announcements

- a) None.

7) Program/Speaker (N/A)

8) Open Forum

- a) None.

- 9) **Adjournment** - Rachel Haas made a MOTION to adjourn. Murielle Adair seconded. VOTE: Motion passed unanimously: Adjourned 9:32pm

Highlights denote items requiring follow up at the next meeting.

NOTE: These minutes are provided for review and distribution but have not yet been approved by the board.

Leah Woods
Abernethy PTA Secretary