



## EFPTSA Minutes - April 16, 2015

Evergreen Forest PTSA April Meeting called to order at 6:02pm by VP Cherrie Melby.

### **PTSA BOARD MEMBER NOMINATION**

DeDe Bolke presented the nominated candidates for the PTSA Executive Board to the membership to for consideration.

#### **The Candidates were presented as follows:**

Co-Presidents:	Pam Abbott and Carrie Godfrey
Co-Vice Presidents:	Leann Camp and LeAna Crowley
Secretary:	Becky Lindauer
Treasurer:	Dawne Chisa
Membership Chair:	Karyn Gunderson
Events Coordinator:	Cindy Kramer

**MOTION:** To elect the slate of candidates as presented to the Evergreen Forest PTSA Executive Board.  
**Motion was seconded and passed unanimously.**

### **CONSTRUCTION UPDATE**

Mike Laverty, Director of Construction and Design from North Thurston Public Schools and Jesse Alberg from Greene-Gasaway joined us to provide an update and answer questions about the construction process.

- Drawings for each phase were handed out and will be posted to the Evergreen Forest and NTPS websites.
- Hazardous Materials Abatement will not start until after the kids our out of school for the summer (NOTE: since this meeting, we have learned this process has already begun. Mr. Laverty held a meeting with teachers and parents on April 30<sup>th</sup> to discuss the process. Jesse Alberg will be providing minutes of that meeting on the website for those interested)
  - There is asbestos in the mastic used under the tiles that are located throughout the building
  - There is lead-based paint in the attic on a door and a pole
  - The construction crew will be using a product that is "safe" called Beanie Doo.
- The plan is to schedule work around schedules such as early release and testing.
- Timelines and plans may change

### **Playground Equipment**

- The playground equipment that has been removed, will be replaced and reinstalled. This could happen by the time school starts in September, but there are no promises about this.
- Mr. Laverty provided a list of items Mr. Tanner requested for the kids to use during recess since they playground equipment is gone.

### **Communication Protocol**

- Let Mrs. Johnson or Mrs. Fulton know if you have concerns
- A new bulletin board will be placed on the wall just past the office with construction news.
- NTPS Construction and Design website will be updated with information.

### **Background Checks**

- Using a system similar to the Volunteer Background Checks.
  - The Construction Administrator will be getting background checks through the WSP.
  - The contract states that anyone with crimes against children will not be allowed to work.
  - Preconstruction meetings included the construction supervisor outlining expectations for construction workers stating that that they were not to engage in conversations with students or parents and that all communication should be directed to Mrs. Johnson, principal.
  - The Lead and Supervisor will have permanent badges issued; short term contractors will have temporary badges issued. It will be the General Contractor's responsibility to check on those badges.

### **Additional items of notable interest:**

- Water coolers have been ordered for the portable classrooms. District will consider providing a drinking fountain outside for children to use while at recess.
- Construction fences may need reinforcement as they are a bit wobbly.
- Parking area should be done by fall.
- The building will be getting a major technology upgrade.

**Action:** *Karen Johnson to encourage discussions with children about a buddy system and to remind children to stay out of construction areas.*

**Action:** *A request of Mr. Lavery to contact the County regarding the crosswalk and express concern over the safety.*

- *Possibly look into flashing lights like the ones located on Pacific Avenue by Faith Lutheran where the 20mph flashers flash in both directions.*
- *Flashers in the road like in downtown Olympia?*
- *Encourage a police presence*
- *Look into moving/expanding the school zone*

### **PTSA COORDINATORS**

We will be seeking individuals to serve as coordinators/chairs of committees and events. If you are interested, contact a PTSA member or email [EFPTSA.Coordinator@gmail.com](mailto:EFPTSA.Coordinator@gmail.com). We will discuss this at our next meeting in May.

### **TEACHER APPRECIATION WEEK**

We have a surprise gift for the teachers – A Keurig Coffee Maker!

The schedule for the week will be:

Monday – Coffee Break

Wednesday – Taco Bar Lunch

Friday – Snacks and dessert

In years' past we have provided lunch each day. This year, we decided to scale it back as we only had a few people donating their time and food and it was becoming harder and harder for these people to provide it all. We are using VolunteerSpot to coordinate this event and hope that it will encourage much more participation. If not, we may have to kick in funds to cover the cost of the items not donated for the event.

We would like to send a survey out to teachers to find out how to encourage them to participate in the PTSA. We will do this during Teacher Appreciation Week.

### **PRINCIPAL'S REPORT**

- Mrs. Johnson recommended we look into having a journalism student at River Ridge High School to assist us with our newsletter. She suggested we might consider paying the student \$200 to assist. She also recommended we consider using a student who attended Evergreen Forest and provide a scholarship to the student.
- Ron Sisson is leaving Lakes Elementary for a job at AWSP. He has requested logo wear from each school.

**Action:** Pam Abbott to provide a shirt to Mrs. Johnson to donate to Mr. Sisson.

- Golf Tournament is May 2<sup>nd</sup>. PTSA agreed at the March meeting to pay the entrance fee for our team.
- The PTSA owns the stage that is used in the library as a divider. Mrs. Johnson requested that we consider selling the stage to a church or other organization. The stage is no longer used and we do not have the space to store it during the construction.
- New Principal has been hired. Mrs. Johnson would like that person to attend that meeting.
- If we decide to add a classified staff person as a liaison to the board, we will need to include it in our bylaws (Standing Rules)

**Action:** PTSA to look into selling the stage.

**Action:** Leadership kids to make a sign thanking the Olympia Lacey Church of God for donating their movie screen to the school for our Movie Night

### **TEACHER REPORT**

Pam Blume provided a teacher report.

With the testing on computers, the 5<sup>th</sup> Grade would like to have an end of testing party in lieu of snacks during testing.

The 5<sup>th</sup> Grade Celebration & field trip will happen in June. They would like to have pizza and cake back at the school after the field trip. The money for the busses should be covered using the additional funds allocated by the PTSA in March.

**Action:** *PTSA should check with 1<sup>st</sup> grade regarding their field trip plans.*

### **UPCOMING EVENTS**

#### **Administrative Professionals Day**

We will purchase \$25 gift cards to Panera for Jennie and Roswitha for Administrative Professionals Day.

#### **Kindergarten Open House**

Kindergarten Open House is scheduled from 6-7pm on April 29<sup>th</sup>. Carrie Godfrey will attend and provide information regarding membership to the PTSA.

#### **Field Day**

Field day is Friday, June 5<sup>th</sup>. VolunteerSpot has been set up so volunteers can sign up now. Mr. Tanner needs about 30 volunteers. 15 in the morning; 15 in the afternoon. There is some confusion over whether or not the BBQ is going to happen.

**Action:** *DeDe to coordinate with the cooks on serving a BBQ lunch as the menu for that day and not having them cook it on site.*

#### **Movin' Up Grams**

Cherrie Melby discussed having moving up grams as a way of recognizing the 5<sup>th</sup> Graders moving on to middle school. In the past we have sold Grad Grams with full size candy bars attached. Parents, friends and family could purchase these and attach a note. Candy Grams was hard this year due to lack of space to sell them. Tiffany Hooper has offered to coordinate the Movin' Up grams this year.

**Action:** *Cherrie, Pam & DeDe will provide Mrs. Hooper with the information on the process used for Grad Grams last year and candy grams this year. Mrs. Hooper will coordinate the event to occur the first week of June.*

#### **Yearbook**

Yearbooks should be here the first week of June. There will be no courtesy copies this year. We will purchase one for Mrs. Johnson and the PTSA.

### **TREASURER'S REPORT**

Dawne Chisa provided a treasurers report. We currently have about \$19,000 in the account after we account for all of our expenditures that will happen through the end of the year.

### **BOOK FAIR**

Pam Abbott provided an update.

Our total sales for the book fair were \$3949.02. We will take the profit in scholastic dollars and earn \$1974.51 plus an additional bonus of \$592.35. All in all, it turned out pretty good.

The meeting was adjourned at 7:20pm.