



## EFPTSA Minutes - May 14, 2015

Evergreen Forest PTSA May Meeting called to order at 6:04pm by Carrie Godfrey.

### APPROVAL OF MINUTES

**MOTION:** To approve the minutes of the April 2015 PTSA Meeting. The motion was seconded. **Motion passed unanimously.**

### 1<sup>ST</sup> GRADE REQUEST

Mrs. Kukas discussed her request for funds for a 1<sup>st</sup> Grade project. The classes are not taking a field trip, but are bringing in the Hands On Children's Museum to teach the students about Bees, Owls and Salmon. They are in need of \$136.02 to cover the cost of Owl Pellets for the students to dissect.

**MOTION:** To approve the request of \$136.02 for the 1<sup>ST</sup> Grade to purchase Owl Pellets. Motion was seconded by Lisa Beckley. **Motion passed unanimously.**

### PRINCIPAL REPORT

Mrs. Stephanie Hollinger was introduced as our new principal for the 2015-2016 school year. Mrs. Hollinger comes to us from The Meadows Elementary School.

### TEACHER REPORT

Mrs. Blume thanked the PTSA for the Keurig and the food during Teacher Appreciation Week.

### 5<sup>th</sup> Grade Passports

We are not sure if Mrs. Harris will be taking on the passports next year. We may need a parent volunteer to run the passports program.

**Action:** *PTSA will ask for a parent volunteer at open house/BBQ to chair this monthly event.*

**Action:** *PTSA will train the volunteer on how to set up VolunteerSpot for the year.*

### EVENT CALENDAR

Meeting attendees were provided a copy of the 2015-2016 events calendar. The events calendar is not final. Pam Abbott and Carrie Godfrey are working with Mrs. Hollinger to finalize the calendar for next year. Some activities are not planned for next year as we simply do not have space or manpower to pull them off.

### Back to School BBQ

We are currently working on a back to school event that will replace the Spaghetti Feed. We will not have space to hold a dinner in the gym, but we are looking to have some food trucks available for parents to purchase food.

(Back to school BBQ cont.)

- At the event, we are hoping to have the following :  
Display on who the PTSA is, what they do and who can join.
- Spirit Wear
- Activities
  - Sidewalk Chalk
  - Limbo
  - Music
  - Raffle
- Free ice cream for the kids

Our plan is to plan this event as a group so that we all understand what goes into planning an event.

### **Open House**

Open House will be scheduled by Mrs. Fulton and Mrs. Hollinger. The back to school packets that are passed out at the event are coordinated by the Volunteer Coordinator

**Action:** *Volunteer Coordinator will need about 10 people to help put together packets prior to open house. PTSA will help her set up VolunteerSpot before the end of school.*

**Action:** *We will need to include the following after we have approval from Mrs. Hollinger:*

- *Membership form with the District volunteer card*
- *PTSA Activities/Event Calendar*

### **Book Fairs**

Need a Book Fair Coordinator. Might look to some retired teachers and or grandparents to help with this event.

### **Bingo Night**

We will need a chair for this event.

### **Movie Night**

Due to our limited space, we are looking to hold this event at Nisqually Middle School this year on October 30. We will offer healthy food rather than candy like we have done at the Fall Fest

### **Spring Fling**

This will be like our Fall Fest, but we decided to move it to the Spring. This is a big event and moving it to the Spring gives us the opportunity for more space as we near the last phase of construction, will allow us more time to plan and the potential for better weather. We need a Chair for this event.

### **Field Day**

Event may be abbreviated again depending on the field. We will need a co-chair to assist Mr. Tanner with this event.

### **Yearbook**

Tiffany Hooper is willing to chair this event. We are working with her and have asked Mrs. Melby to provide Mrs. Hooper with information on how to proceed for the 2015-2016 school year.

### **Spirit Wear**

Carrie is exploring different options for next year. We need a chair for this activity. Mrs. Hollinger asked for us to look into a separate order form for the staff. Mrs. Hollinger suggested a vest, polo shirt, zip up, button-down with the option of adding their name at an additional cost.

**Action:** *Carrie Godfrey to look into different options for the staff and PTSA to order from.*

### **STANDING RULES**

We will address standing rules in September. We are looking at the State PTSA rules regarding adding a classified position to the board in a liaison capacity. We will also look at adding a student after we discuss it with the leadership advisor next fall.

**Action:** *Pam Abbott to post current standing rules in the shared drive for elected board members to access over the summer.*

**Action:** *New board members- please review and be prepared to vote on these at the September Meeting.*

### **2015-2016 MEETING DATES/TIMES**

We are currently exploring a change for meeting dates. We only have to meet as a full membership three times a year. We may look to a morning meeting, afternoon meeting and an evening meeting. We will also explore having a classified staff person on hand to watch the kids play while we meet.

### **TREASURERS REPORT**

Dawne Chisa provided the treasurers report and provided a proposed budget for the 2015-2016 school year. The board and members discussed the proposed budget including adding emergency kits and passports back into the budget. We will discuss the emergency kits next year.

**MOTION:** To approve the proposed budget as presented. **The motion was seconded. Motion passed unanimously.**

### **KINDERGARTEN REQUEST**

The PTSA has received a request from Kindergarten for help with their field trip. They are asking for an additional 150.00 to cover the cost of their busses.

**MOTION:** To approve the request from the Kindergarten classes. Motion was seconded. **Motion was approved unanimously.**

### **NEW BUSINESS**

The office will be located at the Service Center for the Summer.

**Action:** *Pam to work with Jennie regarding removing the safe from the workroom for the summer*

**MOTION:** To add Co-Presidents Pam Abbott and Carrie Godfrey to the Evergreen Forest PTSA bank Account, keep Treasurer Dawne Chisa and remove all others effective July 1, 2015. Motion was seconded. **Motion passed unanimously.**

The meeting was adjourned at 7:42pm.