

Mission: Partnering with staff and families to create a safe, healthy and inclusive learning environment   
to provide an enjoyable and positive school experience.

Goals: Support the mission statement using:   
effective communication, connecting community, financial support & fiscal responsibility.

**Board Meeting Minutes**  
**January 24th, 2019**

**Mead Elementary**

Proper notice of the meeting was given, and a quorum was present.

Call to order by Molly Hylen at 6.59pm.

**President Report: Molly Hylen & Suzy Khendry**

* December Minutes: Approved as amended.
* Financial Review Team: This has now been confirmed as follows
  + Anna Lipscomb
  + Irina Koltsova
  + Alexandra Iorik
* Nominating Committee
  + Timeline: Nominations presented at April 25th board meeting, then they will be posted and presented at general membership meeting (tentatively set for May 16th)
  + Board liaison: Cassy Patterson and Adrienne Oliphant will act as board liaisons with the committee. Cassy has been briefed by Molly Hylen and is collating initial information as to which roles are being vacated and current interest in the roles. She will pass this on to the official nominating committee.
  + The nominees for the nominating committee are set out below and there was a discussion confirming their suitability for the role. They will need to be formally elected by the general membership at the February meeting.
    - Holly Aungst
    - Susan Ro
    - Megan Quirk
  + Enrichment: The nominating committee will not be asked to find someone for this role. Currently there is no need for this position, as the YMCA is covering all after school activities. This can be reviewed in the future.
* PTSA Playground: The PTSA will aim to allocate/raise funds for a GaGa pit to supplement the planned playground for the new school. The aim will be to get this installed as part of the new school’s construction as it simplifies the process. GaGa pits have been/are being installed in many local schools and are a popular addition. They cost in the region of $6,000.
* Clothing Drive: This will be in aid of Eastside Baby Corner this year, with no Mead used clothing sale. Cassy is liaising with EBC regarding items required and drop offs.
* Used book fair: Everything is ready to go, volunteers are still needed and can contact Mitchell.
* Author visit: This has been cancelled. It was decided that the book was not a good fit for the school.
* 5th Grade end of year experience: There was discussion over whether the PTSA could part fund an event for the 5th Grade given that they will not be benefitting from the new school after all the disruption and that it is traditional that they will have some form of celebration anyway. It may be possible to do this via a line item for school events or a grant. Funding may be allocated to this from the fundraising nights (see below). The fundraising nights will not be tied to that proposed event though.
* Volunteer tea: Date still needs to be set for this.

**Treasurer Report: Mitchell Almaguer-Bay**

* Review of financials:
  + Mitchell ran through the financials. There was a 12 cent discrepancy with the reconciliation which is being discussed with the bank and should not be an issue for the February audit.
  + We have collected the funds for the Gala, Math Challenge and Box Tops drive.
  + There were no grants to discuss at the meeting. Mitchell confirmed that there is roughly $1800 left in grants.

**Principal & Staff Representatives Report: Sandy Klein**

* Construction update: Furniture has been ordered by staff teams for the classrooms and pods.
* The construction team are ahead of schedule and the construction work should be signed off by July 15th. The playground and bus lanes should be ready just after September.
* The students are currently voting on a new school logo.

**Committee Reports:**

**Legislative: Sharon Mason**

* Capital Project Levy (April 23rd vote): Sharon provided an information sheet and ran through pertinent facts. The Board were encouraged to raise awareness of the proposed levy. We can’t officially back it unless approved by the general membership.

**Volunteer: Pauline Cooper**

* Nothing to report.

**FACE: Wendy Bragalone & Adrienne Oliphant**

* Mariners Game: This is probably going to be on 18th May.
* Mini Mustangs: The form will go in the Kindergarten Registration packets.
* Given the calendar is pretty full for the Spring term, FACE will focus on supporting events already scheduled (eg BBQ) rather than introducing the extra ones they had considered.

**Emergency Prep: Antoinette Haynes**

* No substantive updates: Different wagons are being tried, families with severe allergies to the emergency bars are being contacted re substitutions.

**Membership: Micha Sorensen & Pam Piggott**

* Current membership: Roughly 486 members – there has been a small database discrepancy which is being looked into.
* Staff Memberships: All teachers, specialists, full time IAs now have membership.
* Membership Form/Slides:
  + Will be updated with new logo eventually
  + Membership fees? Remain the same or change? Very little of the funds end up with the Mead PTSA. However, we don’t want to exclude people by raising the fees. Discussion of whether to include information on the form setting out where the fees actually go to as a way to encourage extra donations. There was also a discussion regarding whether we raise more funds and encourage more membership by charging for more events. It was thought that the (charged for) spelling bee had not led to many extra memberships.
  + PTSA slides at parent nights need to be cut down and made more punchy. Sharon will prepare a mock up.

**Enrichment: Ashley Arrington**

* Spring BBQ: We are liaising with the YMCA for attendance at this. It will be in late May/June on a Thursday night. Date to be confirmed imminently.

**Fundraising: Molly Hylen & Suzy Khendry**

* Fundraising nights:
  + The MOD fundraising event brought in $206.
  + Chipotle night is March 19th, 4-9pm, but we are trying to see if this can be extended to the whole day. This will give a better chance of meeting the minimum amount for donations ($300 spent) and maximizing the fundraising.MOD pizza fundraiser brought in $206.50

**Communications: Sharon Wu & Heather Gibbons**

* Nothing to report.

**Upcoming Events:**

January  
24-29 – Used Book & clothing collection  
29,31 – ½ day, Used Book & Clothing Fair

February  
1 - ½ day, Used Book & Clothing Fair  
7 – Spelling Bee 6:30pm gym  
8 – Popcorn   
14-18 – No School  
25 – Box Tops Due  
28 – General Membership meeting 6:30pm library  
  
March  
1 – Popcorn   
8 – No School  
14 – Wear Blue for Kindness  
28 – Board meeting 7pm Library

April  
5 – Popcorn   
8-12 – No School  
25 – Board Meeting 7pm library

May  
3 – Popcorn   
6-10 – Teacher Appreciation Week  
16 – General Membership Meeting (8:50am)   
24-28 – No school

June  
6 – Board Meeting 7pm library  
7 – Popcorn   
19 – Last day of school

Adjourn: 8.15pm