Mission: Partnering with staff, students, and their families to create a safe, healthy, and inclusive learning environment that provides an enjoyable and positive experience for the entire school community.





Margaret Mead Elementary PTSA  
1725 216th AVE NE, Sammamish, WA 98074  
PTSA Unit 2.8.38  
www.meadptsa.org

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

**Board of Directors Meeting**  
**Nov. 18, 2021**

**7:05 Call to Order** Heather Gibbons, Suzy Khendri, Molly Hylen, Ryika Hooshangi, Abi Nubla-King, Sandy Klein, Megan Andrews, Niko Olsen, Ashwini Godbole, Trista Lofti, Liz Moore, Leta Hamilton, Daniella Toledo, Ashley Arrington

**Approval of the October Minutes – approved as written**

**Executive Board Reports - President:** Ryika Hooshangi

* Word on the Street – lots of Mead kids getting vaccinated.
* Yearbook starting up with TreeRing. Mustang Report has a blurb about it. We will ask parents to upload directly onto TreeRing. Same price as last year.
* Nominating committee volunteers needed. Have to be voted in at February 3 General Membership Meeting.
* Membership: There are memberships to be donated. Directory – Catherine, Sharon Wu & Abi are taking on cleaning up the directory. We hope to get it to where it’s good enough to be a membership perk.
* School needs/large expenditures/school-wide programs – PTSA is sitting on a large sum of money. As a board & as a General Membership, we would like to survey teachers & families to find some ideas for what we could use this money for. The plan is to earmark these funds to be spent either this year or Fall 2022 at the latest. Survey to staff & teachers for a wish list. We want to have a vote in February at the General Membership Meeting to approve the spending of this money. The staff have a staff meeting in December. Teacher Reps will talk to other staff.

**Vice President:** Abi Nubla-Kung

* Reflections – Abi is creating something for Heather to put into Mead Mustang about winners of Reflections. 16 winners going on to Council level.
* Financial Review committee volunteer needed – one more person needed.
* Holiday gift card drive – state law that no staff can give away goods. PTSA is running a holiday gift card drive. We can also accept e-gift cards.

**Treasurer:** Molly Hylen

* Molly gave a budget update
* Treasurer’s Report documents are attached with these minutes in the Secretary’s binder.
* Check in for fundraiser. ~$38,000
* Grant requests
  + $17,000 worth of grants: $4,250 available for grants.
    - Framing grant from Sandy Klein (tabled)
    - Bins to display picture books from Megan Andrews (tabled, goes over budget)
    - Machines for cutting out letters **ONE APPROVED**
    - AED machines for other floors (tabled)
    - Keurig machine for staff machine **APPROVED WITH EXTENDED WARRANTY**
    - Purchasing books for Amazing Reading Challenge **APPROVED**
    - Soap for K-2 classrooms **HALF APPROVED**
    - Parent written grant to restock staff lounge **APPROVED**
* Budget increase for online math/reading support - Budget increase request for Scholastic News. Online Reading & Support line item has $8,700. Staff are asking us to increase it to $11,000. Online support is within budget. At the February General Membership Meeting, we will vote on increasing the budget line item to $11,000.
* SOA—tax filing update - completed
* AIM Insurance--media liability coverage added to our insurance coverage

**Committees:**

**FACE:** Liz Moore & Trista Lotfi

* Pumpkin decorating contest had fewer entries than last year
* Gift card drive through event – hot cocoa? Picture booth? TBD
* Gingerbread House Decorating – kids can make them & bring them in. December 15 bring them in, in the morning. Pick them up on the 16th in the afternoon. We need volunteers for the morning drop off & for the afternoon clean up on the 16th.

**Legislative Advocacy:**

* Tobi Lentz attended WSPTA Legislative Assembly

**Fundraising:** Sharon Mason & Ashley Arrington

* Receipts and thank you notes for Fun Run donors – We had a generous donor who gave Mead an extra $1,000. Sharon & Ashley working on tax donation receipts. People who donated online will have a receipt that way. Anyone who donated over $250 needs to receive a receipt from us.

1. **Principal/Staff Update** - Emergency subs: 27 people actively pursuing getting their emergency certification
2. **Adjourn 8:52**

**PTSA Board Meeting Dates**

2021-2022

Thursday, January 13, 7pm

Thursday, February 3, 7pm General Membership Meeting, BoD **7:30pm\***

Thursday, March 3, 7pm

Thursday, April 21, 7pm

Thursday, May 12, **7:30pm\***

Thursday, June 2, 7pm--Transition meeting

\*\*Board Meetings will begin at 7pm, unless same night as general membership meeting

**PTSA General Membership Meeting Dates**

Thursday, February 3, 7pm

Thursday, May 12, 7pm

**Calendar of Events (Tentative)**

* Dec. 11: Math Challenge Tournament
* Dec. 16: Gingerbread House Decorating
* Jan. 13: Board Meeting and General Membership Meeting
* Jan 20: BINGO/Game Night 6:30pm
* Jan 24-28: Used Book Fair
* Feb. 3: Board Meeting
* Feb. 10: Spelling Bee 6:30pm
* Spring TBD: Science Night
* March 3: Board Meeting
* March 24: International Night 6:30pm
* April 21: Board Meeting
* May 2-6: Teacher Appreciation Week
* May 12: Board Meeting and General Membership Meeting
* May 19: Spring Community Gathering (former Spring BBQ)
* June 2: Board Meeting
* June 17: Last Day of School

\*\*Glow Dance Party; Spring Social (formerly Dudes & Donuts)---TBD