

Margaret Mead Elementary

PTSA

1725 216th AVE NE, Sammamish, WA 98074

PTSA Unit 2.8.38

www.meadptsa.org



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.

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

General Membership Meeting Minutes

October 26, 2023

Attendance: See attached attendance sheets

Location: Margaret Mead Library

Proper notice of the meeting was given to those entitled to receive notice, and a quorum was present.

1. Call to Order 7.06 pm

2. Approval of the Minutes (as amended)

2.1. The minutes of the May GMM (as amended) were available on the Mead PTSA website in advance of the meeting. The amendments were to ensure that the election of the new board of directors was documented in the correct manner. The minutes were approved as amended.

3. Word on the Street

3.1. The glow dance was a very successful event. The cotton candy was incredibly popular!

4. Standing Rules

4.1. Catherine Patterson ran through the proposed changes to the standing rules at paragraphs 13, 14, 18 and 31 (see attached document with deletions in red and additions in yellow). Motion #1 "I move that we approve the standing rules as presented with the changes noted." Motion made by Molly Hylen and seconded. Motion approved.

5. 2023-2024 Budget and Financial Reports

5.1. Abi Nubla-Kung presented changes to the proposed budget for this school year:

5.1.1. New line items—Math Challenge, Running Club, Hospitality (providing a budget for PTSA events/meetings/organized occasions such as meetings, coffee mornings etc), Staff Appreciation (General i.e. separate from the Staff Appreciation Lunch), and School Funds: PTSA Family Support/Scholarships.

5.1.2. Line items name changes—Fall Carnival is now Fall Event; the existing Staff Appreciation line item is now Staff Appreciation Lunch; and School Funds: Family Support is attributed to the Guidance Counselor so the funds are available for needs determined by the counselor.

5.1.3. Restricted items—The Used Book Fair and Celebration Book Club lines are marked as "Restricted" to show that the profits and/or sums collected as applicable will be for the benefit of the library.

5.1.4. The Sustainability Fund increase in expenses (note the reduction in cash from reserves to cover this)-- this is to cover a delayed payment from last year. **We will move the funds back to Cash in Reserves for next year's budget.**

5.1.5. The Council Basket expenses have been increased to reflect changes in the way the scholarship fundraiser is being done this year.

5.1.6. Teacher stipends line item increased \$2.5K to \$14,500 to meet the increase in cost of stipends per teacher. Teacher involvement in Choir, Ultimate Frisbee Club, Student Leadership, and Amazing Reading Challenge are activities that have been supported by stipends.

5.1.7. Other increases to the budget are representative of the expected costs and income this year for existing and new line items.

5.1.8. Abi confirmed that the budget items related to hospitality and staff appreciation do not form more than 5% of the budget (so they are in compliance with PTA rules).

5.2. There was a vote to approve the new budget. Motion #2 "I move that I approve the budget for 2023." Motion made by Holly Aungst and seconded. Motion approved.

5.3. Abi ran through the September treasurer report and confirmed that the Secretary had reviewed the treasurer report, reconciliation report and bank statement for September.

6. Surplus Funds

6.1. As there will be surplus funds in the budget this year, Trista Lotfi & Liz Moore proposed creating a survey to gather ideas on how to spend some of these funds e.g. playground equipment, classroom supplies (noise canceling headphones, mats for the gym etc), and clubs (e.g. chess, pickleball, entrepreneurship). Once input has been received, there would be a vote to decide the top items. There could also be a student vote (maybe just older grades) at school. There was a brief discussion about the issues to be considered when setting up a club: such as space, whether PTSA volunteers required, whether the club is allowed on school property (profit/non-profit) etc.

6.2. Some of the surplus funds may also be needed for a PTSA storage shed and more folding tables.

7. Fall Fundraiser

7.1. Overview--The fall fundraiser was a great success. 99 Pledges worked well. The class collections and envelopes on the doors worked really well. Hollie Palke thanked the school and volunteers for all their help.

7.2. Numbers--Every class had over 50% participation! Hollie reported that her latest figures showed \$53,490 had been raised; approximately \$15,000 is still expected through corporate matching. The figures take into account money donated via checks, cash, sponsors, and the 99 Pledges website in addition to Benevity donations and extra donations on the night of the glow dance.

7.3. Thoughts for next year: Focus on most participation? If getting a donut donation next year, make sure the business gives whole donuts rather than donut holes!

8. FACE Events

- 8.1. The raffle for the harvest house participants was drawn. Sofia Marino was the winner. She will receive a Squishmallow during a lunchtime presentation.
- 8.2. The food drive will be on or around November 16th. Brandy Burns gave details about the Lake Washington pantry packs drive in case the PTSA decided to combine the two food drives.

9. Nominating Committee

- 9.1. The Co-Presidents outlined *WSPTA Uniform Bylaws* Article 5, Section 5A regarding the election of the nominating committee, and asked for nominations. The meeting was informed that Ashley Arrington and Catherine Patterson had both self nominated. Abi Nubla-Kung was nominated by Catherine Patterson and accepted. It was explained that Abi Nubla-Kung is joining the committee temporarily, and it is intended that she will be replaced by Jenny Ameche (who is currently not eligible to join the committee) at a later date and in accordance with the *WSPTA Uniform Bylaws*. There were no other nominations at the meeting and a voice vote was held. Ashley Arrington, Catherine Patterson and Abi Nubla-Kung were unanimously elected to serve on the 2023-24 nominating committee by voice vote. The President verified that the nominating committee members are eligible to serve per the *WSPTA Uniform Bylaws*. The vote was confirmed in Motion #3 “I move that the nominating committee will be formed as stated at the meeting. The members will be Ashley Arrington, Catherine Patterson, and Abi-Nubla Kung.” Motion made by Molly Hylan and seconded. Motion approved.

10. Sustainability

- 10.1. Holly Aungst confirmed that it is a “walk, bike & carpool to school day” tomorrow—participation will be tracked using a ticket system. The grade level with the greatest participation will win a prize, such as an extra recess. Holly will make sure that kids who arrive early for clubs, the YMCA etc have the chance to receive a ticket too. If this is a success, she will run another campaign like this in the spring.

11. Other Business

- 11.1. There will be an ISSV Be SMART campaign-speaker at the January GMM. Why? Last April, legislation (HB 1230) was passed in the state of WA requiring that all K-12 school districts share information about the secure storage of firearms and prescription drugs on their websites and digital communications to families. The National PTA supports working with organizations like the [Be SMART campaign](#) to raise awareness about safe firearm storage. The [Be SMART campaign](#) is a non-profit, public education program that was created to increase awareness on how secure gun storage—storing guns locked, unloaded, and separate from ammunition—can save the lives of children. This campaign educates parents, caretakers, gun owners and non-gun owners alike, on how they can ‘Be SMART’ by taking these simple steps: Secure all guns in homes and vehicles, Model responsible behavior, Ask about firearms in other homes your child visits, Recognize the role of guns in suicide, Tell your peers to Be SMART.
- 11.2. Upcoming events in November/December:
 - 11.2.1. Brick & Mortar Literacy Night & New Book Fair 11/2/2023
 - 11.2.2. Food Drive 11/16/2023
 - 11.2.3. Board Meeting 11/30/2023
 - 11.2.4. Gingerbread House Decorating 12/14/2023

12. Adjourn 7.59pm

PTSA Board Meeting Dates

Thursday August 31, 7pm (Venue TBD)
Thursday, September 21, 7pm
Thursday, October 26, **7:30pm***
Thursday, November 30, 7pm
Thursday, January 11, **7:30pm***

Thursday, February 22, 7pm
Thursday March 21, 7pm
Thursday, April 25, 7pm
Thursday, May 16, **7:30pm***
June– Transition Meeting TBD

*Board meetings will begin at 7pm, unless same night as general membership meeting.

PTSA General Membership Meeting Dates

Thursday, October 26, 7pm
Thursday, January 12, 7pm

Thursday, May 16, 7pm

Calendar of Events

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Aug 30: Kindergarten Curriculum Night-PTSA Reps Needed
Aug 31: Meet the Teacher-PTSA membership and volunteer drive
Sept 5: First Day of School (Grades 1-5)
Sept 8 & 11: First Day of School (Kindergarten)
Sept 14: Ice Cream Social and Volunteer Drive
Sept 21: Board Meeting
Sept 22: First Math Challenge Begins
Sept 22: Watch D.O.G.S. Kick-Off Event
Sept 28: Curriculum Night Grades 1-5
Oct 16-19: Fall Fundraiser and Spirit Week
Oct 19: Fall Carnival-Glow Dance Party and (Spooky) Harvest House creations drop off
Oct 23-27: Harvest House Viewing
Oct 24-25: Picture Day (Individual Pictures)
Oct 26: Board Meeting and General Membership Meeting
Nov 2: Brick & Mortar Literacy Event & New Book Fair 5-7pm Brick & Mortar
Nov 16: Food/GC Drive-Thru
Nov 30: Board Meeting
Dec 14: Gingerbread House Decorating
Jan. 11: Board Meeting and General Membership Meeting
Jan 18: Spelling Bee
Jan 23-26: Used Book Fair and Used Clothing Drive
Jan 25: Art Night
Feb 22: Board Meeting
Feb 29: International Night
March 14: STEM Night
March 21: Board Meeting
April 18: Math Challenge Tournament
April 25: Board Meeting
May 6-10: Teacher Appreciation Week

May 16: Board Meeting and General Membership Meeting

June 6: Spring Community Gathering

June TBD: Transition Board Meeting

June 21: Last Day of School