

**Council Membership Meeting Minutes  
October 1, 2020 9:45 AM  
Virtual via GoToMeeting platform**

**Call to Order**

President Brandi Comstock called the meeting to order at 9:48 AM. A quorum was present (attendance report is on file). Proper meeting notice and all applicable documents were provided.

Brandi reviewed meeting etiquette and presented the agenda.

**Approval of Minutes/Correspondence**

The September 3, 2020 meeting minutes were accepted with two corrections and moved into record. There was no correspondence.

**Partners**

LWSD Superintendent report, Dr. Jon Holmen, Superintendent and Dr. Joy Ross, Assistant Superintendent, Human Resources

Dr. Holmen understands that this is a challenging time for families and acknowledged the tension inherent in decisions regarding remote vs in-person instruction. Currently, more than 400 preschool and special education students are receiving in-person instruction, and the district is actively planning for the return of Kindergarteners and first graders when circumstances permit.

Dr. Joy Ross gave an update on the student teacher program. Student teacher orientation was held this week. The district has 68 student teachers currently placed. Student teachers intern at LWSD for 6 months to a year, and PTAs can help by supporting and encouraging them!

Sally Askman, Assistant Superintendent of Technology and Information Services, answered a few questions about student laptops, how the district has responded to increased need for laptops and hotspots, and how families can get tech support.

**Treasurer report**

Treasurer Anmol Bhate presented the preliminary September financial reports because the month closed only yesterday. The September financial reports will be included in Monday's Weekly Waves. There were no questions about the reports.

September financial report: total starting balance \$81,858.75; total ending balance \$76,753.75.

Items of note:

10 of the 15 scholarships have been paid out.

Financial action items:

- Council's Scholarship Assessment is due by November 5, 2020.
- AIM insurance renewal is coming up. Watch for the invoice and review coverage at a board meeting
- IRS Tax forms (990, 990-EZ, or 990-N) are due by November 15<sup>th</sup>
- Financial resources are available on the WSPTA website

President Brandi Comstock emphasized the importance of proper and sufficient insurance coverage and of adhering to AIM insurance protocols.

### **New Business**

#### SOA (Standards of Affiliation)

Brandi gave an overview of the SOA and noted two additions this year: the election of a Nominating Committee and the 25-member minimum.

#### Election of the Nominating Committee

Brandi reviewed the requirements of Nominating Committee members and asked for nominations from the floor. None were made, so this will be postponed until next month's meeting.

#### You Rock Award

Samantha Smith Elementary PTSA was awarded the October You Rock Award for promoting community spirit and engagement in their school community. Examples of their ideas were shown. Smith PTA President Gina Eason accepted the award; please contact her directly if interested in their ideas. To nominate a PTSA for a future award, please contact Awards chair Tanya Sharpenberg at [awards@lwptsa.net](mailto:awards@lwptsa.net)

### **Networking Moment**

Today's networking moment is Silver Linings: Focus on the Positive. Meeting attendees were asked to use Mentimeter to share advantages of remote schooling.

### **Reports:**

#### Membership, Jen O'Donnell

Jen gave an overview of Council membership. Council is currently at 24% of its membership goal for this year, but this number is expected to increase in October. She congratulated Eastlake High School and Tesla STEM for reaching at least 50% of their membership from last year by the end of September. Six PTAs have at least 40-50% of last year's membership by the end of September: Redmond HS, Franklin, Mann, Mead, Rose Hill El, and Redmond Middle.

Jen recommended formulating a monthly membership plan, shared resources for memberplanet support, and encouraged anyone with questions to contact her for support and guidance.

#### Area Spotlight: Inglewood; Felice Nightengale

Felice, Inglewood AVP, shared a list of favorite virtual meeting ice breakers from the local PTAs in the Inglewood area, a "brag sheet" of things that each PTA is proud of, and a list of simple snacks or treats that could be prepared by children. The recipes were not shown at the meeting but will be posted in Monday's Weekly Waves.

#### FACE, Danit Ehrlich

Danit reminded attendees of two closed Facebook groups: one for FACE and one for Special Education.

#### **Fall Welcome Event:**

The Virtual Welcome event held on two different dates in September was well received. Danit showed the Welcome video (with students holding signs that showed "Welcome" in their native language). A poster was created from this video. The district recorded both sessions and these, along with the poster and welcome video, will be linked in Weekly Waves. Local PTAs are permitted to link to these resources from their own websites and social media.

**Parent Education Grants:**

Grants are available again this year: up to \$500 for parent ed events and up to \$250 for school assemblies. The application is on the Council website. Applications must be filed at least 45 days in advance of the event for which the grant is being requested.

**Parent Ed event:**

Peter Loft will present “Creating Closeness: Simple Steps to Increase Closeness in Families with Teens” on Tuesday, October 6 and then a follow-up roundtable discussion on Tuesday, October 13. Both events are scheduled from 7-8:30 PM.

**Special Education Group:**

Danit reminded attendees that Council has a Special Education Group, what they do, and how to contact them.

October is Disability History Month and Council is hosting Eric Warwick, who will present “Understanding Legacy: Disability Rights History in the US” on Tuesday, Oct. 20 from 7-8:30 PM (6:30-7 PM is parent networking time).

Finally, Danit shared a short list of ideas to celebrate Halloween/Harvest safely during the COVID-19 pandemic.

Programs, Diane Devlyne-Thompson

**Reflections:**

- Diane reminded everyone to please email the names and contact information of Reflections chairs to [secretary@lwptsa.net](mailto:secretary@lwptsa.net)
- There is a Council Reflections chairs Facebook page – chairs are encouraged to subscribe.
- Any Reflections chairs who were unable to attend the training on September 21 are asked to contact Council Reflections Co-chairs Mindy and Tanya.
- Please note: Initial Reflections submissions will be fully digital this year. Diane shared slides with important Reflections program details and resources. Council Reflections chairs will handle all database entries this year.

**Emergency Prep (Jason Moore):**

Jason shared the meeting dates for the rest of the year.

**Two action items:**

- Please send EPrep chair name and contact to the Council secretary.
- The following PTAs were asked to check with the EPrep chair and Principal or Assistant Principal on delivery and storage of new EPrep food and water from the district: Dickinson/Explorer; Frost; Juanita EL; Juanita HS/Futures; Mead; Parks; Redmond MS; Twain

There are three focus areas for EPrep this year:

- Transitioning the Safety Night originally scheduled for last spring into several webinars.
- Determining and documenting ownership of EPrep supplies to facilitate donations.
- Creating an online database for a centralized inventory.

**Scholarship Auction (Melissa Stone):**

Due to the pandemic, the traditional Scholarship Basket Auction will be conducted differently this year. Safety precautions include eliminating the traditional baskets; experiences will be auctioned off instead.

Theme registration will be done via SignUp Genius and are due by Thursday, October 15 .  
The auction will be held online this year from November 10 to December 2. Local PTAs will also have the option to donate directly to the Scholarship fund instead.

(Co-)Chair(s) are still needed for the Scholarship Committee and Founders' Day Luncheon.

Advocacy, Jason Moore

- The 42<sup>nd</sup> Legislative Assembly will be held virtually on October 24<sup>th</sup> and October 25<sup>th</sup>.  
The deadline to register delegates is October 6. Jason listed some of the proposed issues and resolutions that delegates will be asked to vote on.
- Council is also holding a Legislative Challenge: local PTAs who send a delegate to Legislative Assembly can enter a drawing to win a WSPTA Convention registration. To enter, please email confirmation of delegate registration to the Council Secretary by October 23.
- Jason shared information about the Voter Awareness Campaign and Voter Toolkit and provided both QR codes and a website to access additional information and resources.
- There is a monthly Advocacy Roundtable. Scan the QR code on the slide or contact Jason for more information.

President, Brandi Comstock

This year has brought many changes. Brandi encouraged local PTA leaders to reconsider events, focus on the quality of family and community engagement, and prioritize the most important aspects of their PTA.

Reevaluate fundraising this year: PTAs are primarily advocacy organizations and fundraising is done to fund specific programs for a specific purpose, not for its own sake.

“Every year” (standing) committees (such as Reflections, Membership, and Advocacy) may not have chairs this year but these committees should be kept.

She addressed several PTA questions and concerns and gave some reminders about budgets and basic best practices. Of special note:

- Standing Rules and budgets need to be approved annually.
- Please address and resolve disagreements privately, not publicly or on social media.
- Anyone can join a PTA. Paid members have a vote.
- It is advisable to have at least one other board representative along with the President in meetings with the President or at Council GM meetings. Different people hear or take away different things.
- Local PTAs can take positions on issues as long as these do not run counter to positions already taken by Council, WSPTA, or National PTA.

Council Legislative Assembly delegates were appointed at the September Council board meeting. They are: Brandi Comstock, Jason Moore, Deborah Robertson, Sarah Rock.

Council is holding a Training Challenge again this year! PTAs whose elected officers are all trained (and one elected officer has attended PTA and the Law) need to email the Council Secretary by October 30 to be entered into a drawing to win one free Spring 2021 WSPTA Convention registration.

Council Connections, a way to connect virtually through short classes or events, is coming soon. Please email President Brandi Comstock with requests or suggestions.

**Announcements, Yumna Green**

Council is still seeking chairs for the following:

- Scholarships Committee
- Founders' Day Committee

Upcoming trainings:

- PTA & The Law webinars:  
Oct 17 at 9am  
Oct 27 at 7PM
- Legislative Assembly (virtual) on October 24 -25. Registration is open now.
- Webinars available – see the WSPTA website for details
- E-Learning available: check the website of the National PTA at [www.pta.org](http://www.pta.org)

Brown Bag Lunches:

The first Brown Bag “Lunch and Learn” of the year will be held via virtual platform on Thursday, October 8 from noon to 1PM and feature Gloria Henderson, Director of Opportunity, Equity and Inclusion, who will talk about District Equity Efforts and Policies.

Yumna thanked various individuals for their hard work and assistance in the past month.

**Adjournment:** The meeting was adjourned at 11:43 AM.

Next general membership meeting: November 5, 2020, 7-8:30 PM. A link will be sent out in advance in Weekly Waves.

Respectfully submitted,  
Denise Ferguson  
2020-2021 LWPTSA Secretary