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





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

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

**Board of Directors Meeting Minutes**  
**Dec 12, 2019**

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

Call to order by Molly Hylen at 7.02 pm

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

* Word on the Street
  + No idling signs still needed – These should arrive by the end of the Winter Break, but Sandy can follow up on the timing of these. follow up on timing of this.

**Secretary: Cassy Patterson**

* Minutes for Nov 7, 2019: Approved.

**Treasurer: Candice Murray**

* Treasurers Report:
  + Review of the figures as of end of November. The majority of the income expected for the year has come in.
  + We have already received a $15,000 matching check re the fundraising week. This means that we have already hit the projected target for matching funds and will hopefully receive more than originally anticipated over the course of the next few months. Communications will put a reminder out about matching funds to encourage further contributions. The $15,000 is not noted in this Treasurer Report as it just came in in December.
* Insurance: It was confirmed that this was renewed and is the same policy as last year.
* Grants to review (about $9,373 available for grants):
  + Janet Vestal – Underwear for health room – Approved prior to meeting $40 (put line item in budget next year for this as it is an annual need and there is a preference for new, rather than donated, underwear?).
  + Melissa Montoya – Rug for music classes in art/science room $375 - Approved.
  + Melissa Heye – Outdoor recess equipment $575 plus shipping costs - Approved.
  + Sharon Mason – Provisional earmarking of up to $3,000 for an art grant. This would cover an outside vendor who would: teach parents how to run the project by class; provide the supplies and bring the element together. This led to a discussion on the feasibility of actually running/coordinating the project; the need to clarify the purpose of it e.g. would any installation be long term and marked as a PTSA gift for the school; whether it would be inside or outside; what the project might entail; whether it would be necessary to go through the Community Projects Process etc. Earmarking of funds approved on the basis that further questions need to be answered and considered.
  + Discussion: Teacher planning days grant to cover substitute teachers for joint planning sessions ($250 per teacher per day). Mead teachers previously had planning days covered by the District, but no longer. There is no other funding for this. There was a discussion about whether the PTSA is interested in funding this kind of thing or if it would prefer to focus on more tangible items. Different boards have taken different approaches. It was agreed that teacher planning time is valuable, and the teachers confirmed that Wednesday afternoon time is used in other ways and not available for joint planning sessions. However, the cost is not feasible right now. Sandy will discuss this issue further with staff to find out who feels they need it, whether a half day would suffice, what a planning day/half day would look like, if this is more important to staff than saving the money for other grants etc and return with a clear proposal if staff want to formally ask for this.

**Principal/Staff Reps**

* Sand Field Update: The City and the District are working to find an additional partner to upgrade all the Sammamish elementary fields. This is not something to be handled by individual schools or to be an PTSA funded item.
* Gaga pit: This is now in place, but there are lots of rules to be agreed on and taught, so it is not currently operational. It may be possible to get the YMCA to assist in running this in the early days?
* Protocol for Building Use forms: If you need a room for an event, go to Carol for the building use forms to enable the room/area to get booked. Gym use after school often impacts the YMCA, so an applicant needs to be clear on timings and potentially discuss their needs with the YMCA first.
* Mats for sand: These have been ordered (and will hopefully make a difference in what is tracked into the school)!
* Global Reading Challenge: Provisionally Feb 6th. There will be 5 teams of 6 and they will take questions on 6 books they have read. There will need to be an in- school contest first to narrow down the teams for the night. KCLS runs the final competition.
* Coding starting: There have been some teething problems as there are not enough computers in the library for a full class and kids often forget to bring their computers from their pods. Perhaps more library computers could be a future grant?

**Committee Reports:**

**FACE Liz Moore & Adrienne Oliphant**

* Gift Card Drive: teachers to send out more reminders to encourage more donations. Need by 18th. Parents don’t need to come into school to get a physical token, they can simply bring in vouchers as per the school emails.
* Movie night: This family event will be in January, so FACE is not planning another event for then.
* Food drive: this is to replenish the pantry packs. LWSF now in charge of donations instead of Hopelink. The Leadership team for 4th/5th grade (teacher contacts Chatterley, Slothower) would like the kids to be involved in some drives and could help make posters etc.
* Mariners: May 16th 6pm. Queried if Sounders should be done instead of/in addition to Mariners. Cost currently being considered.
* Spring BBQ/family event: being considered too.

**Legislative Advocacy Leta Hamilton**

**Membership Ryika Hooshangi & Catherine Tian**

* Current Membership: 300 – still low. Maybe it will increase with spelling bee as there will be an incentive for participants to join (cost is $17 v free for PTSA members). It will be possible to join the PTSA and pay on the day.
* Staff Memberships: There are 25 available to give to staff. In the past, the PTSA have been able to fund more. Whole staff equates to 40-50 people. There will be a draw of names for those who would like their membership funded. Tickets to be drawn will be available at the next staff meeting.

**Volunteer Coordinator Pooja Deshmukh**

* Change in volunteer coordinator: Pooja has moved from communications to cover this role now.
* Cafeteria sign up : this needs to be posted for Jan/Feb.
* International night: Work with Ryika on sign-ups for this.

**Fundraising Sharon Mason & Ashley Arrington**

* $15k matching check was received!
* Movie Night Jan 24th (movie TBD) and hopefully an second one at the beginning of May. It was flagged that the City of Sammamish will be using the school field and parking lot on non event nights and need to know the dates of any new events by early January so they can schedule activities.

**Communications Abi Nubla-Kung & Heather Gibbons**

**Sustainability Deborah Halley**

* Reducing, Recycling, Composting: These issues continue to be the focus for this year.There is a continuous signup for parent lunchroom helpers to assist with waste bins (not serving food).  Post Signup on FB page.
* Sustainability Chair meeting: Attended on 11/4 and toured the Cascade Recycling Center and discussed projects other schools are tackling. Discussed sustainable school supply kits through [wisdomsupplyco.com](http://wisdomsupplyco.com/), an alternative option for those who are interested.
* Food Share/Donation Table and Green Cleaning Proposal: Stephanie Lecovin is meeting with the district to report on progress of these. Mead has decided to postpone current participation in these two initiatives, but will seek to install in future terms.Stephanie is spearheading changes with the District and its partners.
* Meeting with green team members Jona Bolin and Megan Andrews:
  + They have sent out flyers to 4th and & 5th graders to gather up interested students to join the green team.
  + Looking to creating a composting campaign that will lead to a school garden for this school year.  Need to know where PTSA can support this initiative financially through the allotted budget line.
* Next meeting with the green team: This will include forecasting future year focuses to continue and expand sustainable practices of sharing table and green cleaning.

**Emergency Prep Antoinette Haynes**

* Ration reorganization: One food/water ration per student moved to the pods, the remainder is in the big storage closet.
* Safety night: Some schools have been talking about holding a multi-school safety night. We would participate in any event held. The evening would include City reps, details on what to do in an earthquake and other emergencies etc. It is anticipated that any event would probably be held in the Spring.

**Calendar**

**January**

**February**

6 – Staff luncheon

6 – Spelling Bee 6.30pm Commons

6 – Board meeting 7pm Library

7 – Popcorn Friday

9 – Staff luncheon

9 – Board meeting 7pm Library

10 – Popcorn Friday

10 – Reflections Art Show LW Resource Center

28-31 – Used Book Fair

Adjourn 8.16pm.