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.

**Sept. 3, 2020**

**Board of Directors Meeting Minutes**

**Present:** Sarah Jensen, Molly Hylen, Leta Hamilton, Ryika Hooshangi, Abi Nubla-Kung, Sandy Klein, Sharon Mason, Suzy Khendry, Niko Olsen, Charles Jamieson, Ashwini Godbole, Liz Moore, Antoinette Haynes, Cassy Patterson, Trista Lofti, Sharon Wu, Daniella Toledo, Heather Gibbons, Ashley Harrington

**Begin 7:02**

**President’s Report:** Ryika Hooshangi

* Welcome Back – introduction of board members
  + Abi Nubla – Vice President
  + Molly Hylen – Treasurer
  + Leta Hamilton – Secretary
  + Liz Moore – Co-Face
  + Trista Lotfi – Co-Face
  + Antoinette Haynes – E-Prep
  + Cassy Patterson – E-Prep
  + Catherine Tian (not present)
  + Daniella Toledo – Co-Membership
  + Ashwini Godbole – Volunteer Coordinator
  + Sharon Mason – Co-Fundraising
  + Ashley Arrington – Co-Fundraising
  + Sharon Wu – Communications
  + Heather Gibbons – Communications
  + Suzy Khendry – Sustainability
* Staff – Sarah Jensen, librarian
* Sandy Klein – Principal
* Charles Jamieson – Associate Principal
* Sue Gabica – 5th grade STEM Teacher
* Niko Olsen – 4th grade teacher
* Jaclyn Beaudoin (not present) also joining as a PTSA rep

Meeting and Voting logistics

* + Will hold meetings virtually until school reopens
  + Camera on if possible
  + Mute volume if not talking
  + Quorum & voting: 9 = quorum & majority in voting

Word on the street—Week 1 of Online learning

* + Microsoft Teams working well, heard positive things
  + Pick up line, regardless of how long, people appreciated the effort
  + Sandy thanked Sarah Jensen, 6 different kind of bags, tons of work!
  + lunch times between the different levels of schools is inconsistent, which is a challenge to families with kids at different schools.
  + Mead is using a district wide block schedule. Attendance is still being worked on.
  + Next week will be a slow start into academics.
  + Thank you to PTSA for funding some of the supplies.

Goals/Mission Statement/Standing Rules

* + Mission statement & goals on top of agenda.
  + Do we want to include anything about our virtual experience? *(Ryika & Abi will visit this)*
  + Standing Rules are the “guiding rules” of the PTSA

Budget:

* + Kindergarten Grant Request: We funded this grant last year.
    - *Motion: Approve this grant with ESGI software paid for through the “Reading Support” line item in the budget.* Motion: Sharon Mason, Second: Liz Moore. The motion **passed**.
  + Changes to funding Grants & Stipends: Stipends are for clubs. Looking through the list of clubs from last year, most (if not all) will not happen this year.

Starting new school year

* + Membership-**Please make sure you’ve joined the PTSA**: It’s required of all board members. Also, everyone must be an approved LWSD volunteer.
  + Community building focus: How will we engage our community to join? How can we help our community feel connected? This is our challenge this year.
  + Calendar of Events (virtual): Tentative schedule sent out.
  + Spirit Week & Ice Cream Social: Last week of September. Free ice cream cone from McDonald’s. We will do a draw for ice cream coupons from Ben & Jerry’s for families who post pictures on Facebook.

**Vice President:** Abi Nubla-Kung

* Sprit Wear update: Spirit Wear is up on webiste.
* Contract for school supply box is due at the end of September. Board agreed to resign for 2021-2022 school year.

**Treasurer:** Molly Hylen

* Budget Report: Budget Report goes up to end of July. Predicted we would raise $30,000. Roll over $23,000. Will we be able to raise $30,000 this year? Molly looked at what we have to pay out: $28,000. We have some funds in savings.
  + LEXIA being provided by the district.
  + No AR this year.
  + School can cover RAZ
* In terms of fundraising & our budget, tech companies are doing well. Passive approach to fundraising may work better than we realize. Also, how can we utilize Amazon Smile? Marketing our presence is a challenge. We are looking for ways to make ourselves known to the community. Reaching people is key. We do have a Pass The Hat button when people are signing up to membership. Remind people about matching funds. Sharon Mason will take BoxTops if anyone has them. When we have the next materials collection from Mead, people can bring in their BoxTops.
* Checking account ending balance is $95,049.40

**Committee Reports:**

**FACE:** Liz Moore & Trista Lofti – nothing to report. LWSD Instagram has been posting Back To School pictures. A Mead Mustang Coloring Competition is another idea.

**Legislative Advocacy:** \*Vacant position

**Membership:** Catherine Tian & Daniella Toledo **: 98 paid members.**

* Virtual Membership Drive ideas: email reminder only for membership. A video is another idea.

**Volunteer Coordinator:** Ashwini Godbole

* Update on Virtual Mini Mustang playdates: Ashwini emailed people who signed up for Mini Mustangs & they had a virtual Meet & Greet. Ashwini hosted 3 virtual Meet & Greets. 30 families participated.

**Fundraising:** Sharon Mason & Ashley Arrington

* Be cognizant of where we are in this economy. Our focus is to try & unify our school in these discorded times. How can we focus fundraising in ways that bring us together? Community building will be first, fundraising will come from that.
* Drive in movie? Find a farmer with a big field. Vasa Park is also doing drive in movies. Churches with large parking lots?
* Future fundraising opportunities: Read-A-Thon, could connect with Sarah Jensen & read alouds.
* Glow dance party is another idea.

**Communications:** Heather Gibbons & Sharon Wu

* Website ready with PTA memberships, spirit wear, B2B
* Facebook page: sharing your ice cream treat could go to Communications first.
* Sunday night is when Heather does the Mustang Report. Send items to Heather by Sunday.

**Sustainability:** Suzy Khendry – nothing to report.

**Emergency Prep:** Antoinette Haynes & Cassy Patterson – nothing to report.

End: 8:50pm

**Next Meeting:** Oct 1 7pm General Membership Meeting, 7:30pm Board of Directors Meeting.