

## PTSA Board of Directors Meeting

March 10, 2011

Minutes

### I. Call to Order

The March Audubon PTSA Board of Directors' meeting for the 2010-2011 school year was called to order at 6:39 pm in the Arts & Sciences room at Audubon Elementary by President Judy East.

Seven voting members were present; thirteen people attended the meeting (sign-in sheet on file).

### II. Opening Business

The minutes of the February 10, 2010, Board of Directors meeting were approved as submitted.

**President Judy East** opened the meeting with introductions of the Board of Directors to the 5th grade staff as well as new incoming Board of Director members for 2011-2012 school year.

President Judy East discussed Upcycle Program. Discussion regarded goals of the program as well as what modifications can be made to the program. Modification ideas will be presented at a later date.

### III. Area Reports and Actions:

**Treasurer, Mindy Lincicome, submitted a report, Appendix A**

**VP Communications, No report submitted**

**VP of Fundraising Chandana Surlu submitted a report, Appendix C** – Chandana reminded teachers that if they order on Amazon.com thru the PTSA, 10% of purchase is given back to the Audubon PTSA.

**VP School Services Charla Mills submitted a report, Appendix D** – Charla added that a new chair position under VP Student Services was added for 2011-2012 school year.

**VP Events, Amy Hayes, No report submitted**

**VP Student Enrichment, Pierre-Henri Frevol, No Report submitted**

**Ways and Means chairman Linda Hall, No report submitted**

**Legislative Advocacy, Byron Shutz, No report submitted**

#### **IV. Principal and Faculty Reports**

***Principal Karen Dickens*** – Principal Karen Dickens was unable to be present at meeting. 5<sup>th</sup> grade teacher, Dave Strunk spoke on Karen Dicken's behalf. Karen would like to report that the schedule for MSP will be coming out soon.

***The 5<sup>th</sup> grade team*** represented the Audubon faculty at this month's PTSA meeting.

5<sup>th</sup> grade teacher, Pete Hanson announced the 5<sup>th</sup> grade team is piloting a grade level Netbook Pilot program. Program is successful so far. Using Netbooks with Microsoft Word and PowerPoint for Science, and other disciplines and projects.

5<sup>th</sup> grade teacher, Monique Celeste, reported that the Audubon Science Fair is on March 24, and as of March 10, there are 287 participants.

5<sup>th</sup> grade teacher, Dave Strunk, spoke for the 1<sup>st</sup> grade team who would like to know about t-shirts for the Jog-A-Thon on April 22. It was reported by the PTSA that every grade will have their own color of T-Shirt.

#### **V. Close of Meeting**

The next BOD meeting will be April 14, 2011 at 6:30 PM in the Arts and Science room.

The meeting was closed by Judy East at 7:13 PM.

#### **Appendix A: Treasurer's Report**

*Treasurer: Mindy Lincicome*

\*\*The Cash Flow statement is current through January 31, 2011 and reconciled to the bank statement. One of the uncleared checks has been reported lost by the recipient, so it is being reissued (that will be reflected in the February report).

\*\* Tax forms (1099-misc) were sent to all businesses that provided more than \$600 worth of services to Audubon PTSA in the calendar year 2010. These forms were mailed on Thurs, Jan. 27. They will be reported to the IRS prior to the end of February.

\*\* The 990 will be filed by the end of this week (deadline is Feb. 15, 2011 with the 3-month extension from November). Many thanks to Linda Hall for doing the majority of the work on this filing!

\*\* I will be contacting Audubon faculty to remind them of their \$300/classroom allotment for classroom enrichment materials. Only 11 teachers have requested reimbursements so far this year. Some may be holding receipts in order to turn in more than \$150 at one time...but we would like them to consider how to use these funds purposefully and in ways that will be of most benefit to their classroom experience.

### **Appendix B: Communications Report**

VP's Claire Gajary & Sue Shutz

**No Report**

### **Appendix C: Fundraising Report**

VP Chandana Surlu

#### **Fundraising**

VP: Chandana Surlu

#### **Membership report from Khris Schaffner, the Membership Chairperson**

Students last year: 587

Membership Total last year: 377

Students this year: 527

**Memberships Total as of Feb 6, 2011: 390**

WSPTA has a 100% Teacher Membership Award this year.

We are planning to send out Thank you notes to all PTSA members and have an artwork visually thanking PTSA (a tree with Owls on it, with one owl for every PTSA member).

#### **Fundraising at a glance**

	2010-2011 Budget	As of Feb 6th 2011*	As of Jan 31st 2011
PTSA Donations	13,000	13,789.25	12,295.25
Corporate Matching	6,000	5,889.5	3,070.5

Volunteer Time Matching	1,000	2,142	1,292
eScrip	2,500	994.92	994.92
Jogathon	10,000	1,878.68	1,793.68
BoxTops	500	224	224
EverythingParty	0	43.30	43.30
Amazon	1,000	1,017.22	566.5
Original works	0	999.88	999.88
Audubon Family Dinner Nights	0	687.03	540.03
PACE	0	182.78	182.78

\* These amounts will be in the PTSA account by June 30th 2011. There is a discrepancy because some checks have not been issued as yet, some checks have not arrived as yet.

### **PTSA Donation & Corporate Matching**

I am still trying to chase up Corporate Matching from last Jogathon and last fall's back to school PTSA donations. Tax receipts will be sent out this week for all 2010 donations.

### **eScrip & Recycling report from Stacy Christofferson, the eScrip and Recycling chair (This month's report is from Chandana)**

Audubon PTSA adds cellphones to our upcycling program. You can also recycle your used plastic Scotch Tape dispensers and cores.

### **Volunteer Hours**

Audubon PTSA receives \$17 for every hour MS employees volunteer and \$10 for every hour Boeing employees volunteer. A minimum of 10 hours must be accumulated before MS will generate a check. **Please encourage all the MS employees you know that support PTSA to log their hours.** There is a sign by the visitor's sign in sheet to help remind people. It has been updated to add the Boeing employees information.

### **Box Tops & Labels for Education from Wendy Rice, the BoxTops & Labels chair**

Clip and save those box tops and labels for education and bring them to school! The class with the most labels and box tops turned in for the months of January and February get to have a class party!

Mr. Hanson's class is in the lead with 843 BoxTops & labels.

### **Jog-a-thon**

This fundraiser is slated for April 22nd. Jogathon kickoff assembly is planned for April 5th. Radio Disney has been booked. The format is roughly the same as last year. Khris Ying has agreed to co-chair this event with me (Yeah!). The running club teachers are also involved in planning this event. Staff has been asked for feedback and I have received quite a few.

### **Amazon and other online stuff (linkshare)**

**Staff:** *I would love come comments on this! Amazon has a school rewards program that gives 10% back (like associates) and lets you create an e-store, so you can setup school supplies per*

class, for e.g., buy Ms. Langston's supplies etc. If this were to be looked at (or any other school supplies program), the teachers have to be worked on right now.

### **EverythingParty**

They will donate 10% of your bill if you let them know that you support Audubon Elementary when you checkout your merchandise out. This has been advertised in the eNews and the homepage. Checks come twice a year, Jan-Jun & Jul-Dec.

### **Original Works**

Done with this for the school year.

### **Audubon Family Dinner Nights**

The 4th of this series of events was at Claim Jumper. The numbers: 15 different checks (of tables of 6-8), our take was \$147.

### **Jamba Juice School appreciation cards New for 2011!!!**

Stop at the school office and pick one up and attach to your key ring! Support Audubon PTSA by presenting the School appreciation card every time you make a purchase at the Jamba Juice stores. Jamba Juice will donate 10% of your purchase to Audubon PTSA. Cards valid at JJ stores (not at Safeway, for example). See for <http://www.jambajuice.com/community-programs/jamba-in-the-community/school-appreciation-fundraising> for details.

**Jamba Juice school appreciation card totals are 0 (0).**

## **Appendix D: School Services Report**

VP Charla Mills

### **School Services Area Reports**

**February 10, 2010**

#### **Staff Appreciation- Julie Becker and Alison McElroy**

Julie let me know that there is not much to report at this point. All went well with the lunch last month which included Ivar's clam chowder. Next lunch is in March.

#### **Hearing and Vision – Beth Kopyar**

I am discussing the Chair Position for this event with two people who have participated in the event already.

#### **Valet/Driveway – Roy Captain**

Our new boards are finally(!!) in place. Lee Mills and Maxine Pippin rushed to my aid and have produced the most durable and attractive sign boards I have seen!!! Now we hope that drivers in the drop-off zone follow the rules!!

We have noticed an increased number of vehicles during the AM drop-off, and are grateful to the Redmond Police for their presence, which does assist in keeping the flow moving and less breaking of rules by drivers.

#### **Assemblies – Charla Mills**

No Report

#### **Class Photos – Deb East**

No Report

#### **Year Book – Deb East**

The yearbook committee is in the process of selecting a cover for the yearbook. The committee comprised of about 15 students, Mrs. Celeste, Mrs. Emerson and Deb East are meeting again on February 24<sup>th</sup> to begin discussing the layout. Students are taking pictures at events and parties.

#### **Emergency Prep – Ed Lindsay**

No Report

#### **Kindergarten Registration – Wendy Rice**

Registration took place February 3. Wendy had a good staff and had provided them with good information from Kathy to help the families register. She noted a couple of time slots that could use an extra volunteer next year as well as a few details that could be added to planning, but overall it was a smooth and warm welcome to the incoming families.

Almost 60 families registered and information was collected for Owl Outreach, as well.

### **Appendix E: Student Enrichment**

VP Amy Hayes

**No Report**

### **Appendix F: Student Enrichment**

VP Pierre-Henri Frevol

#### **Art Docent** (Maxine Pippin & Martha Rames)

Art Docents are rolling along. We have a couple docents that haven't been getting their lessons going consistently, so we are working on that.

We are gearing up for International Night. We will have our info meeting with our docents this Wed. Our theme this year is Fur, Feathers, and Fins: Endangered Animals of the World. We would like to display the art work throughout the school by each class again this year like we did last year.

I need to double check with Mindy about our budget. Cynthia has been doing the purchasing this year, she thinks we have spent about \$800. This seems a bit low.

We will work this month on getting photos for year book etc.

#### **Reflections** (Victoria Clarke & Alison McElroy)

Akhila Kruthiventi received an Award of Excellence at the LWSD level of the competition for the picture "We the people" and her entry goes forward to the State level of the Reflections competition.

Adeline Braun received an Award of Merit for her picture "Together we can make new discoveries"

The spend to date is \$246 and the budget is \$350 so I think there is \$103 left.

### **Appendix G: Ways and Means**

Linda Hall

**No Report**

### **Appendix H: Legislative Advocacy**

Byron Shutz

**No Report**