

ACCESS Academy
PTA Meeting Notes
8:45AM PT – Sept 11, 2008

Attendees

PTA Board: Kim Grimme, Liz Adams, Sara Rice, Kaarin Smith

Laura Anderson, Johnathan Dubay, Laura Anderson, Lisa Gronseth, Carol Draut, Meg Des Camp Renner, Julie Hauser, margo Quinn, Hoon Goh, Yasmin Ansari, Cathy Abelrdinges, Rita Cheng, David Gates, Beccy Tyler, Allison Abell, Marcia Standard, Birgit Kochler, Lisa Jensen, Sacha Gilbert, Catherine Van Grinkel, Gail Jeidy, JaneAnne Peterson, Lisa Zimmerman, Judy Berck, Mark Sandilands

Call to order

-Called to order 8:45AM

Thank you to outgoing board

-Thank you to the board

Mission Statement

"The mission of the 2008-09 ACCESS Academy PTA Mission is to support a vibrant and positive learning environment through fundraising and coordination of volunteer opportunities that support teachers and staff, generate school spirit and provide a foundation for students to excel."

Standing rules

-Vote on standing rules

-General PTA meeting times. Options include:

-Alternating meeting times am then pm

-Meeting every other month (w/committees meeting every month)

- **Motion:** To adjust meeting time: alternating times from month to month 6:30 PM and 8:45AM. Amendment: 7PM and 8:45AM (Jonathan Dubay)

- Motion passed

-November meeting will have to change due to Yom Kippur

-Annual dues: \$10 (\$7.25 OR PTA, \$1.75 national PTA, \$1.25. FY: July - June)

-Officers: President, Vice President, Secretary and Treasurer

-Order of business:

- Call to order
- Approval of minutes
- Correspondence
- Committee reports
- Financial reports
- Unfinished business
- New business
- Announcements
- Adjournment

Standing committees: Social, volunteer coordinator, communication, teacher appreciation, fundraising

-Special committees: The President of this association may, with the approval of the Executive Board, appoint special committees as deemed appropriate. Special committees go out of existence when the work is completed and the final report is received by the board.

- **Motion:** To approved Standing Rules
 - ✓ Motion passed

Quorum

-Last year quorum was 10

-Oregon PTA representative last year recommended quorum = # of officers doubled, plus 1

-Cannot vote by proxy

-Point raised due to new PTA focus, new families, and new meeting times

-Alternative ways to participate: way to have this meeting on a speaker phone/alternative meeting technology

-If we have a major idea to be voted on PTA can publish agenda in advance

-Idea to have event/activities for families the same night as the PTA to encourage attendance

- **Motion:** To change the quorum to 9 (Marcia Stanard)
 - ✓ Motion passed

Secretary's report

-Meeting notes will be posted electronically location TBD

-Meeting notes will be posted outside office

Bookfair

-Fundraising event on 10/4 from 12-5 at Barnes & Noble Lloyd Center

-Families are asked to distribute flyers – and let folks know to shop at B&N on 10/4

Flyers are posted to our school website:

[http://www.accessalt.pps.k12.or.us/docs/pg/400/rid/10216/f/ACCESS_Bookfair_Voucher.p
df](http://www.accessalt.pps.k12.or.us/docs/pg/400/rid/10216/f/ACCESS_Bookfair_Voucher.pdf)

-Suggestion to have ACCESS promotional materials in-store (Allison)

Fund Raising

-Teachers have come together for wish list. List includes:

- Capital goods, field trips covered , classroom magazines

-Suggestion for \$100/student as main fundraiser to cover wishlist

- Breakdown for monies collected from \$100/student request would cover:

\$300: materials

\$250: field trips

\$150: classroom magazines

+money for discretionary spending (dances, Gr. 8 goodies)

- One-time donation - no extra asks during the year
- 501 3C - so the \$100 is tax deductible
- ~~Would allow us to plan on the funds and not worry about always looking for~~
funds
- Donations are not required. Could set up payment plan for families who cannot make lump-sum payment
- Will introduce idea at BTSN - and will take a couple of months to finalize collections
- PTA will vote on how money is spent
- Last year we raised \$10K - and were able to start the year w/\$4900
- Last year that averaged about \$90/student

-Suggestion made to be open to where the money was spent

- No monies can be spent without the approval of a PTA quorum
- This year there is much more of a structure process of fund raising AND spending

-Chinook books there will be a flyers at BTSN

-Suggestion to have other fundraising ideas (Safeway, escrip, etc...)

- Carol to research and provide PTA with flyer if want to include in BTSN

Run for the Arts

- RFTA: General pool for "Young Audiences" performances.
- Planning to do RFTA this year: Mark needs to talk w/teachers (last year raised \$3K and spent \$1K)
- RFTA will be separate from the PTA

Foundation

- Foundation fund: Money is put into general pool and a % goes to PPS (once hit threshold - 1/3 to foundation 2/3 to school)
- With the foundation the money is spread out - but you can use the money to buy FTE
- Suggested that the foundation be something we investigate in the year

Communication

- Goal: to provide consistent and reliable communication to parent regarding:
 - Fundraising efforts
 - In-school volunteer opportunities
 - School events and news
- Coordinated by Communications committee:
 - Last year communications was really only thru newsletter (was for previous month)
 - Hoping to have a communications contact for each classroom
- Looking for a one-stop shop for communications:
 - On-line and printable materials
 - Multiple authors
 - Customizable
 - Reduce amount of single-source emails
- PTA Bulletin Board outside offices
- Sandwich boards outside
- School newsletter
- Suggestion to switch to www.Bigtent.com
 - Post blog entries
 - Classifieds if needed
 - Discussion forum
 - Paypal for payments
 - There is some moderating that happens to make sure that the comments are placed appropriately
 - Voting/survey tool
 - Membership: currently enrolled students and staff/teachers
 - For those who opt to not be involved can post hardcopy to bulletin board
- Between now and BTSN hoping to hone the site
 - Need volunteer form each home room - frequent checks to moderate content
- Until www.bigtent.com is up and running communications will be sent home on Tuesdays

Committees/School support groups

- Committee sign-ups distributed
 - Community Garden (Johnathan Dubay): Edible Gardens and Native Gardens
 - Coordinating w/Sabin PTA and working w/SUN coordinator
 - Looking for financial and committee itself
 - www.sabingardens.org
 - If committee needs money they need: purpose / amt required on request form

- Community Service Group
 - Straddles both in-school and out of school
 - Looking for financial and committee support
 - Ms. Eagan / Ms. Clarke: need volunteer to help research volunteer opportunities (Meg)
 - For tracking time - students can do service outside of designated time and contact Judy to track time
 - Not a curriculum requirement, but want to encourage students to work on it

Treasurer's Report

-Last year's PTA successfully performed and audit and it was approved by independent group of parents

- **Motion:** To vote on treasurer's report at a future meeting
 - ✓ Motion passed
- **Motion:** To vote on balance as of today and will have a budget to present at the next meeting
 - ✓ Motion passed

-Treasurer's message: always 2 sets of people looking at each statement

-Will always be a monthly statement

-End of year audit which requires 3 non-PTA board members

-Financial controls in place

Membership/Committee Sign-up

-Envelopes distributed for PTA membership

-Committee sign ups sheets distributed

Principal's Report

- BTSN 09/16 6-7:30 Auditorium
- introducing PTA
- teachers will speak
- not planned to be individual meetings w/parents

Staff

- Changes w/elementary class electives (originally planned for 2 electives)
- Moved to 1 elective/day
- Initially thought we could hire an art teacher. That fell through - instead math teacher will teach another pre-algebra class
- For questions about what's going on at the school go to the [ACCESS website](#)
- Slots still available for new students in grades 5,7,8

New Business

- So many opportunities for cultural activities. Suggestion made to purchase bulk tickets if enough interest
- Post information about these activities to www.bigtent.com
- Future meeting topic: Sabin PTA / school liaison

Meeting adjourned 10:39 AM

Next PTA Meeting: 10/16 7PM PT ACCESS Auditorium