

Ridgeline Elementary General PTA Minutes

August 29, 2014, 9:30am

Excused: Britney Gardner, Alicia Dahl

In attendance: Jen Fairbanks, Julie Matern, Janelle Haynie, Melanie Lillian, Allison Plummer, Stina Van Cott, Elizabeth Sweat, Dr Higgins, Harmony Saunders, Sarah Sorenson, Malorie Livingston, Jennifer Aceves, Katrina Bowman, Shanna Carroll, Liz Bell, Christina Paul, Jenn Burke, Jessica Reissen, Lisa Bullington, Wendy Condie

Call to order: Jen Fairbanks

Pledge and thought: Allison Plummer

Approval of minutes from May: Julie Matern - Motion to approve: Allison Plummer, Second: Elizabeth Martin

Treasurer's report: Jenelle Haynie

i) Approve the 2014-2015 Budget - Motion to approve: The 'yeas' have it. Motion to approve the budget has passed. 9:50am.

ii) Reimbursement procedure review – a) separate your purchases so receipts are PTA stuff only, b) stay within budget, if go over you will be making a *donation* for the difference c) There is a form in the PTA box in the teacher's lounge in a gold folder. Fill out form and attach receipts. We try to be timely.

Commissioners and chair reports

1. President's report: Jen Fairbanks

i) Approve the Standing Rules. Bylaws were adapted to be easier to understand. Explain board member's responsibility, how to conduct voting, where money goes, how to elect new PTA officers for the next school year, reimbursement procedures, etc... Motion to approve bylaws: Wendy C. Second: Shanna C.

ii) Read/Sign Ethics/Conflict of Interest Policy and Basic Fiscal Management Procedures – those who were elected, commissioners and fundraising chairs need to sign.

iii) Proposal to donate surplus Ridgeline t-shirts to Helping Hands (Mexico) – mostly adult sizes left. Vote: The 'yeas' have it.

iv) Discuss fundraising/sponsors for this year.

a) Propose banner sponsors for individual events. Banners are \$130 per banner with logos that swap out for \$30. This year will make less money as we purchase the banners but that is a one-time cost. Price will need to cover cost of banner and fund the event. Location needs further discussion. Will approach businesses after approval.

b) Suggestion – sell Ads in yearbook. Won't have to cover the cost of banner. Can do both.

Show of hands for banners: "Yeas' have it.

v) Not doing Jazz Reading this year.

Plan to create our own program. Will form a committee to come up with a program- something wild and crazy to get kids to read. Want to make fun school traditions such as: Principal painting his face.

Dr Higgins not in favor of making it a fundraiser.

vi) Vision Screening: Still need 8 more volunteers, Tuesday September 16th from 9:15-10:30. Jesse R volunteered and Liz B. Spread the word. Put it in PTA corner

vii) Plan for spirit Fridays. Need volunteers to rotate – look through window and get numbers. Get Rocky and poster. Stina, Katrina, Malorie.

2. President Elect report: Allison Plummer i) Many hands make light work.

3. Principal's report: Dr Higgins

i) 40 more kids this year. New teachers in Kindy and 3rd grade added in week before school. Added another teacher at last minute on Monday before school.

- ii) Internet safety coming up. Net smart sponsored by State office of Ed.
 - ii) Cutting back. Avoiding fundraiser this year. Encouraging registering at Smiths to compensate. Remind that needs to be renewed every year. Put in PTA corner, newsletter and give out barcode on grandparents day.
 - iii) PTA membership from teachers. 100% . We get an award at convention because of that.
 - iv) Bugs in sign up for kids to use computers still. Working on it at district level.
 - v) Hoping people donate to classes.
4. Head room mom: Harmony Young i) Room Mom Tea - Google docs training before teachers come in. Only one time.
5. Family Life: Melanie Lillian i) Grandparent's Day - Sending home a sheet containing class number, map and Smiths barcode. Dr Higgins discourages soliciting money but don't discourage grandparents who offer to donate on their own.
6. Membership: Wendy Condie i) Membership numbers
268 at open house, 11 more after. Including faculty, grand total is 329. Slightly lower than last year but didn't incentivize this year. **Should we increase membership dues to raise money and then can ask less from parents during year?** More money might outweigh a drop in membership numbers.
ii) Awards – we will receive a) % of male members, b) early bird, and c) % of faculty.
7. Leadership: Harmony Saunders i) Procedure folders- Not going to give out physical folders this year – ELECTRONIC ONLY. Contain: a) job description b) bylaws/standing rules c) budget d) who did the job before, e) activity report. Will be sent to new chairs. Getting activity reports (how the activity was run, flyers, costs, lessons learned etc..) is very difficult so Harmony will give out form at PTA meeting following activity.
ii) Will teach short leadership lesson (2-3 mins) each month.
8. Other business: i) Mention that we are on FB in PTA corner. ' Like' us. Ask to put on Marquee.

10. Upcoming events:
- Sep
 - 8 Room mom tea 3:15
 - 4 Reflections kick-off (Correction)
 - 26 Grandparent day
 - 30 – Oct 3 Book Fair

Date of next meeting: Sept 16th at 9:30am.
Meeting adjourned: 10.35 am