

Viewlands PTSA meeting

**General Meeting: Viewlands Elementary Gym September 25, 2018 6:35pm-7:37pm**

Meeting called by:	Monique Heilesen, President
Type of meeting	General Meeting
Facilitator	Monique Heilesen, President
Note Taker	Gwen Reider, Co-Secretary  Reviewed by Katie Monsaas, Co-Secretary and Monique Heilesen, President
Attendees	
Jill Rolland, Andrew Howell, Suzanne Howell, Christine Kelly, Beth Kelley, Dena Dewar, Jaime Anderson, Emily Schreiber, Frances Coppa, Jenny Nichols, Anne Zeijpyeld, Melissa Amrehein, Allanah Raas-Bengquist, Jess Warner-Grant, Matthew Grant, Iris Morales, Melizza Rosich, Karin Harrison, Bebeth Steudel, Danielle Baer, Bambi Saunders, Amy Franklin, Mamatha Reddy, Michelle Seligman, Diane Sidam, Andrea Lehman, Meg Pietz, Tristan Heart-Myers, Anthony Heart-Myers, Kelly Winter, Katie Monsaas, Gwen Reider, Alesa Cullens, Gina Speer, Monique Heilesen, Rod Weaver, Melinda Bullaro	Special Guests: Amy Klainer, Principal Carrie Wheeler, Assistant Principal Caitlin Rich, 5th Grade Teacher

**AGENDA:**

**Vote in co-Secretary:**

Board is requesting to replace Co-Secretary Jenny Nichols with Katie Monsaas as Jenny is no longer available to act as Co-Secretary.

*All votes in favor, no opposed.*

**Result:** *Katie Monsaas approved as VEPTSA Co-Secretary*

**Board and Committee Introductions:**

Monique introduced the committees

### **Standing Rules Amendment & Vote:**

Monique introduced proposed changes to the Standing Rules  
Membership fee update  
Meeting location update  
Financial Updates  
Scholarship Program for Enrichment

*Vote: Melinda B motions to amend standing rules as proposed by Monique, Gwen seconds the motion. All votes in favor. Motion passes.*

**Result: Standing Rules approved by General Membership**

### **Ms. Klainer-**

Welcome Back/Welcome

- Recap of Teacher Preparation for school: Learning Intentions for OUR TRI Days (build teamwork and develop common language; establish a collective vision for the 2018-2019 school year; access to Core Instruction (Professional Development, Collaborative Structures, Tiered Supports)
- Staff Charter (Known, Safe, Powered, and Challenged)
- Title 1 and Elementary Innovation Levy Support: federal funds for typically underfunded students. Professional Staff Development, Counselor support, instructional resources for intervention, time for staff collaboration, resources for family engagement, learning labs for staff
- Viewlands thanks the PTSA: 5th Grade camp, safety gear and supervision, music for Ms. Mary Kay, school enrichment, microscopes, books for enrichment, scholastic news, sensory tools, hard cover books, library and book sale support
- Introduction of Carrie Wheeler, new Assistant Principal

### **Budget and Approval: Melinda/Alesa**

Reviewed Income and Expenses

Income: Includes funds that we have and hope to raise

Expenses: Desired spending

Questions from Members:

Chess (the income from Chess is balanced by the expenses, for the most part. There is a nominal fundraising component).

Mary Kay (Substantial increase in the budget by \$1500. The Board would like to fundraise \$1500).

How many sessions in the past for Mary Kay (12 in the past, and requesting 15 for this year)?

Reserve is \$38,000 right now.

Two proposed amendments:

- 1) Increase Mary Kay to 15 sessions a year, to an expense of \$7500

- 2) Enrichment Scholarships- scholarship applications have exceeded our yearly budget.  
Increase to \$1500

*Vote on amendment 1) Alesa motions to amend the budget as proposed to increase Ms. Mary Kay's expenses to \$7500, and Jaime A seconds.*

*Results: All in favor, no opposed. **Amendment to the budget passed.***

*Vote on amendment 2) Alesa motions to amend the budget as proposed to increase the Enrichment Scholarship fund expenses to \$1500, Michelle S seconds.*

*Results: All in favor, no opposed. **Amendment to the budget passed.***

### **Membership**

- Cost is Individual \$20, Family \$35 (online or by forms)
- There were complications with some of the online links, but Monique resolved them.
- We have 83 current members, and the list is growing.
- Tell everyone to sign up for membership!

### **Fundraising - Michelle**

- 1st Major Fundraiser: Chinook Books (through October 31st.) We get 50% of the proceeds to support enrichment/Mary Kay/anything else.
- Social fundraising: Suzanne and Emily will be doing social nights such as Chucks, BBQ Smith, Danes (donation jars)
- Spiritwear (This year is a student artwork) Order forms coming out soon
- Amazon Smile link
- Wreath Sales
- Spring Auction
- Welcome other ideas

**Volunteer Opportunities:** help out at Movie Nights, Sell Chinook Books, Spiritwear Committee, Help Plan the Family Dance, Find Auction Items, Classroom Volunteer (complete volunteer application), Field Trip Chaperone, school garden. Artsonia Project, Sign up Genius (bake sale, jog-a-thon, Teacher Appreciation Week, Field Day)

**Enrichment:** Funda and Karin H coordinated (World Dance, Yarn, and Football cancelled/might be cancelled). We now have chaperones and do not need any more. The outdoor classes are merging. Very exciting to have so many options for students for enrichment.

### **Upcoming Events: Suzanne/Emily**

Curriculum Night October 4th 6-7pm (this is a school, not a VEPTSA event)

Social at Lantern Brewery: Oct 12, at 4pm

Movie Night: October 26 6:30pm

Family Dance: February 8th

Spring Auction: March 30th (tentative date) (Emily, Suzanne, and Kelly Winter are Chairing the Spring Auction)

More communication through the newsletter (electronic), push for more fundraising due to Enrichment and Ms. Mary Kay)

**Legislative Update: Carrie**

-Carrie follows what is happening in Olympia regarding education issues and report back to members.

-Legislative Assembly (Carrie cannot go due to work) - seeking a volunteer to attend. WA State PTA sets agenda at this meeting. Great opportunity to meet other PTA. VEPTSA has budgeted money to send someone October 21st.

**Be in touch/VEPTSA Wants to Hear from Everyone:** new drop box location (thanks David S for installing!), visit [www.viewlands.org](http://www.viewlands.org), join the Facebook groups, email list for Orca Digest, flyers in kidmail, check for flyers in the office, just ask us!

**Caitlin Rich** - 5th Grade Teacher, Robotics and STEM, trying to raise money for robotics kits (each kit is a little over \$500, MindStorm Lego kit), and moving towards a Robotics Program. Can put on the Viewlands website. Donars Choose Project. One kit can serve an entire room of students, but it is best if 2-4 students per kit.

**Questions?**

List of Needs question (if people have extra supplies, send an email to [communications@viewlands.org](mailto:communications@viewlands.org) and VEPTSA can help supply distribution)

Respectfully submitted by,

Gwen Reider  
Co-Secretary  
9/26/18

## Viewlands PTSA Budget for 2018-2019 School Year

	<b>Budget</b>
	<b>Approved</b>
<b>Income by Category</b>	<b>Sept 2018</b>
Jogathon-Revenue	\$ 18,500
Enrichment-Chess	\$ 10,800
Auction	\$ 9,000
Spiritwear Sales	\$ 2,700
5th Grade Camp Donations	\$ 2,500
Membership Dues	\$ 2,200
Wreath Sales	\$ 2,000
Family Dance Revenue	\$ 2,000
Mary K Music Program-Donations	\$ 1,900
Misc Donations/ General Fund	\$ 1,200
Chinook Book	\$ 1,100
Enrichment scholarship Donations	\$ 1,000
Movie Night	\$ 900
Amazon Smile and Box Tops	\$ 400
<b>TOTAL INCOME</b>	<b>\$ 56,200</b>

	<b>Budget</b>
	<b>Approved</b>
<b>Expense by Category</b>	<b>Sept 2018</b>
Enrichment-Chess Expense	\$ 10,800
Jogathon PE Allocation	\$ 8,250
Mary Kay Music Program	\$ 7,500
5th Grade Camp	\$ 4,125
Playground Supervision	\$ 3,834
Jogathon Prizes	\$ 2,000
Grade Level Enrichment	\$ 2,000
Restricted: 5th Grade Camp Fundraising	\$ 2,000
Classroom Grants	\$ 1,900
Spiritwear Expense	\$ 1,800
Jogathon ASB Allocation	\$ 1,650
Enrichment-Scholarships	\$ 1,500
Wreath Sales Expenses	\$ 1,350
Membership Fees	\$ 1,188
Auction Expenses	\$ 1,000
Art	\$ 700
Technology & Media Literacy Grant	\$ 700
Staff Appreciation	\$ 600
Movie Night Expenses	\$ 500
Parent Education Lectures	\$ 325
5th Grade-Last Day of School Event	\$ 300
Family Dance Expenses	\$ 250

Liability Insurance	\$	250
Merchant Processing/Bank Fees	\$	250
Miscellaneous Charges	\$	200
PT Avenue	\$	199
Legislative Assembly	\$	170
Photocopying/Custom Printing	\$	150
License Fees and Taxes	\$	110
Supplies	\$	100
PTSA Meeting/Childcare	\$	100
HIP donation	\$	100
School Garden	\$	100
Testing Snacks	\$	100
Annual Incorporation	\$	50
PTSA General Meeting Expenses	\$	50
<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>56,201</b>

TOTALS \$ (1)

OFF BUDGET

Category	Budget Amt
Carryover from Prior Years	\$ 38,415