

FALL CITY ELEMENTARY SCHOOL PTSA 2.18.15

Board Meeting Minutes

April 2, 2015

Attendees: Michelle, Chris, Kathy, Renee, Jennifer, Kimberley, and Krista (Quorum established)

Call to Order: Michelle Ingalls

Approval of Minutes: 2/12/14 Board Minutes were approved as written

1. **PTSA Team Photo - done**

2. **Board Confirmation of Nina Delcavo as PTSA Secretary**

Received nomination of Nina Delcavo as Secretary. Nina has been a PTSA member all year and in good standing and is very active in volunteering at the school. There was Quorum of the Board present at the meeting so a vote was cast and Nina Delcavo's nomination was **approved**. Her nomination will be brought before the membership at the May General Membership meeting for a vote to elect as Secretary for the 2015-2016 school year.

3. **Basket Raffle ticket selling sign up form** Selling schedule:

Thursday 4/23 and Friday April 24th - Sort tickets and prepackage – Renee, Michelle, and Chris. Krista can as well on Thursday morning and anytime Friday

	Mon 4/27	Tues 4/28	Wed 4/29	Thurs 4/30
8:30-9:00am	Krista & Chris	Krista & Chris	Krista & Chris	Krista & Chris
3:00-3:45pm	Michelle, Jennifer, & Kathy	Michelle, Jennifer, & Renee	Michelle, Jennifer, & Kathy	Michelle & Chris

Discussed keeping the tickets stubs following the raffle as part of our required record keeping. Talked about having about 5 people on pizza feed and 5 on night of ticket sales that night.

4. **Team Calendar Review**

Walk through next year's calendar, month by month and made updates were made on the paper copy as we went. Krista to update calendar with those updates but we will wait to finalize until Michelle meets to Jennie to discuss.

*Want to revisit Family Dinner so that we don't need to do a large volunteer ask and that it is not so much work for all involved

Kimberley noted that we need to have better communication about logging your volunteer hours with companies that match for volunteer time (i.e. Microsoft)

Need more work on Spelling Bee logistics and possibly changing to a Wednesday so that we don't impact Ski bus.

Discussed moving the Science Fair one week out to give more buffer in between that and Spelling Bee
Calendar next steps – Michele will take calendar and meet with Jennie to confirm her schedule and then after that provide to Krista to merge the two into a master calendar

5. **Treasurer's report**

Treasurer's books were on hand

Current P&L was distributed and reviewed by Board

Lori Sheppard teacher mini-grant of \$250 – **voted and approved

**teachers submit their receipts for their grants - and some are over and need to be voted on and approved for covering their expense

Suggesting giving them all an extra 10% which is \$25 (this is just the teacher staff – **voted and approved**)

Plan more ET meetings so that we can firm up budget items and budget voting before the May General Membership meeting

May 7th would be the ET meeting where we meet to discuss budget items in order to bring to vote at May 14th General Membership meeting.

6. **President's Report/New Business**

New areas we want to note to circle back on to budget for next year

Might be a large Chromebook ask from Monica. Michelle is asking Monica to firm up her numbers and get back to us

Next Meeting is PTSA ET Meeting: April 16th, 9:15am, FCES MPR

Events and upcoming dates for the rest of the school year:

- Spring Break April 6th-10th
- Snoqualmie Valley Regional PTSA Meeting April 15th, 6:30-8:00pm
- PTSA ET Meeting: April 16th, 9:15am, FCES MPR
- Parent Play Day, April 17th
- WAPTA 2015 Annual Convention , April 17-19, 2015, Bellevue Hyatt Hotel, Bellevue, WA
- PTSA ET Meeting: April 23rd – pack raffle tickets and have agenda
- PTSA Pizza Feed and Spring Raffle, April 30th, 6:00pm(First pizza feed in MPR, Basket Raffle follows in Gym)
- Certified Staff Appreciation week, May 4th-May 8th
- Sahara Pizza Night, May 13th
- PTSA General Meeting, May 14th, 2:00pm, FCES MPR -Last General Meeting-Will have execution of new Secretary and voting of Budget for 2015-2015 school year
- Parent Play Day, May 15th
- PTSA ET Meeting: May 28th, 9:15am, FCES MPR
- Sahara Pizza Night, June 10th
- PTSA Board Meeting, June 11th, 9:15am, FCES MPR