

FCES PTSA Board Meeting Minutes
1.11.2018
Portable 28

1. Financial Update
 1. Checking: \$63,336.04
 2. Savings: \$46,392.89
 3. Total: \$109,728.93
2. Lock down Protocol
 1. Robin discussed her personal reflection and follow-up with FCES teachers and staff
 2. First lock down for FCES
 3. Officer came into school to place school on lock down
 4. Two members of District Office (Director of Maintenance and Operations, Director of Elementary Ed) came to turn off alarm, be liason between school and police
 5. All students were safe and accounted for
 6. Lock down changed to a Shelter in Place
 7. Staff met and debriefed after school
 8. Need a sign to place on door to notify people that school is in lockdown and that the door will not be answered.
3. Gaga Pit
 1. Robin contacted Bill regarding placement and liability
 2. Wait until March to set up on playground
 3. New portable was placed where the gaga pit was supposed to go
 4. Katelyn will respond to Anne/Bill regarding getting it up
 5. During fundraising for items, we need a procedure for execution (gaga pit, playground, etc)
4. Office Notes
 1. Please keep staff room clear of non-staff from 11:30 until 1:00, daily
 2. Please make sure all doors (office and staff room) are being kept closed to keep the office warm
5. Reading with Rover
 1. Need to connect with Katelyn regarding pet policy
 2. Robin will speak to school nurse
6. Agenda for General Membership Meeting
 1. Nominating Committee
 1. Open Board Positions
 2. Motion to vote in new nominating committee (Reyna, Jennifer, Amy Walker)
 2. Financial Update
 1. Use numbers from 1.11.2018
 3. Guest Speakers
 1. Lori Shepard-Design Lab
 2. Corrin-Snoqualmie Valley Citizens for Schools
 3. Ben Protas-Falls Little League
 4. Vote to endorse the new levy
7. Chess Tournament
 1. Can discuss money made once Sinead returns
 2. Too many pizzas were ordered
 3. Made some money on t-shirts
 4. About \$15/kid profit (Approx 59-61 participants)
8. Auction/Basket Raffle

1. Themes are finalized and teachers have been asked to share, get basket coordinator
2. Looking to identify basket coordinators by 2/14/18
3. Matching Donations forms to be completed and turned in by 3/21/18
4. Coordinators will have a donations form to record donations
5. Coordinators will have a purchasing record form
6. Donation procurement forms are finalized and distributed to board members to begin procurement of Auction items
7. Taking donations from teachers, will decide if it will be an auction item (big ticket like fishing etc) or if it will be a “buy it now” item (pizza with a teacher)