



**Olympic View Elementary  
PTA Board Meeting Minutes  
September 11, 2019**

**Board Members Present:** Rebecca Letwin, Kristina Bernhardt, Christy Boozer, Jared Banks, Kara Bruns, Jeff Dotts, Carter Rabasa, Anna Gorohoff, Laura Kunen, Jackie Hillman, Andrew Bean, Amy Boelter, Heather Pierce-Maiani, Krista Wittman, Kim Davis

**Absent:** Heather Giacometti, Melanie Jorgenson, Jeremy Behrens,

AGENDA TOPIC		ACTION ITEM
Minutes	Meeting called to order by at 6:02PM. Kristina motioned to approve August board meeting minutes; Carter seconds. August minutes approved.	
Principal check-in	<ol style="list-style-type: none"> <li>1. September 18th date of allocation, staff for 420, spring we were at 492, plan to get two more teachers right now were 460 kids, over staffed by .6 at 420</li> <li>2. Andrew guessing today we're not getting another teacher</li> <li>3. Bubble at 4th grade right now, BLT meeting tomorrow to talk about how to help students cope, classes sitting at 32-34</li> <li>4. Concern is if new students come in, would maybe do a ¾ split</li> <li>5. Gender binary training for staff, connecting to student rights and responsibilities, helping understand</li> <li>6. Year off to a great start, new teachers doing well, great attitude and collaboration of staff and students</li> <li>7. Eagle Parade on Friday, self control first eagle virtue</li> <li>8. Staff excited for RULER and to incorporate cultural responsive teaching</li> <li>9. Workshop model for math, align practices, Eagle time determined by each grade level</li> <li>10. CCC-literacy curriculum, targeted to what kids need</li> </ol>	-Andrew and Kristina talk further
Norms / timekeeping	<ol style="list-style-type: none"> <li>1. Board has never had them, have the same expectations for everyone at the meeting               <ol style="list-style-type: none"> <li>a. Come prepared</li> <li>b. Listen</li> <li>c. Self monitor level of engagement</li> <li>d. Focus and build on strengths</li> <li>e. Representatives of the community</li> <li>f. Board meetings are not "personal" time</li> <li>g. Elevate the voice of others</li> <li>h. Assume positive intent</li> <li>i. Check in with each other</li> <li>j. Acknowledge biases</li> </ol> </li> </ol>	-FEAT collect more data -Carter screenshot how to forward emails

	<ul style="list-style-type: none"> <li>k. Data driven decisions</li> <li>l. Accountability</li> </ul>	
Upcoming meeting dates	<ul style="list-style-type: none"> <li>1. Board meeting - 6-7:30 2nd Wednesday of the month, Anna will host next meeting,</li> <li>2. October board meeting 9th</li> <li>3. First general meeting 10/3 6:30-8</li> <li>4. If not much of an agenda, ask community what their wants, needs, concerns, etc. are.</li> </ul>	Board members required to be PTA members
Memberplanet	<ul style="list-style-type: none"> <li>1. Used to use PTAvenue, new software all PTA's are using, can use for websites, fundraising, surveys, etc. Options to auto-renew each year, possible ongoing changes, free email and text blasts</li> </ul>	
RFP process	<ul style="list-style-type: none"> <li>1. \$22,000 surplus this year, did not put it all into use last year, we have 6 months in reserves, keep a little wiggle room for shipping charges, additional fees, etc.</li> </ul>	<ul style="list-style-type: none"> <li>-Krista will check to ensure we have our 6 month reserve</li> <li>-Kristina will get that going by October</li> </ul>
Kidmail	<ul style="list-style-type: none"> <li>1. Heather to push for consistency in sending home kidmail, if something needs to go on short notice, staff unlikely to check after school starts, last second stuff to hand out doesn't work</li> <li>2. Families prefer things daily vs stuff coming all at once</li> <li>3. How soon should stuff go home-reasonable amount of time?</li> </ul>	-Teresa needs copies of anything that goes in kid mail
Fall Festival	<ul style="list-style-type: none"> <li>1. Carrie, Sabrina, Jill planning it</li> <li>2. October 18th 4:30-7:30 will not sell tickets, Oskars pizza, 5 chances for cake walk and you're out, cake contest in morning. Moving as much outside as possible, looking for leadership, chili cook off and bake off</li> <li>3. costumes not allowed on Halloween but ok at Festival</li> </ul>	-Need new Fall Festival leadership because 3 of the 4 chairs are leaving
Family packets	<ul style="list-style-type: none"> <li>1. Send out Wednesday the 18th, Carter and Heather working on directory, Jackie membership form to go in there, Amy t-shirt, welcome letter, office staff FAQ's</li> <li>2. What can we get translated for next year packets?</li> </ul>	-Kristina will get top 5 languages from Teresa
	<ul style="list-style-type: none"> <li>1. Future meetings, let host know if kids are attending,</li> <li>2. Help wanted board, give needs to VP and Laura will get those items out there.</li> <li>3. 30 spots at curriculum night for CS, email Erin</li> </ul>	-Laura creating board
Next Meeting	October board meeting: October 9, 6:00 - 7:30 PM at Anna's house (821 NE 92nd St.)	

Meeting adjourned at 7:22 PM. Respectively submitted by Kara Bruns.