



**Sunset PTA General Membership Meeting Minutes
September 18, 2017**

Call to order/Flag salute

The meeting was called to order at 9:35am. There was a quorum.

Kim Clarke/Becky Foster

Reading and Approval of Minutes

The June 2017 meeting minutes were approved with no changes.

Susan Albertson

Principal's Report

- School busses are working on timing issues to prevent tardiness that has occurred thus far due to new bell times
- Spirit wear has been well received
- Curriculum night went smoothly
- Each grade level will decide on timing/day of Harvest Festivals
- Changes in lunchroom and recess entrance/exit due to construction have improved and are very efficient now
- Due to construction, we have less covered areas to play under during recess on rainy days, so Mandy would like kids to bring a change of clothes to school in case they get extra wet on the rainiest of days.

Mandy Dorey

Teacher's Report

- Teacher feedback for Back to School Ice Cream Social held after Meet the Teacher was very positive
- Teachers truly appreciated our PTA hosted Back to School Teacher Luncheon and new coffee machine
- Questions have come up on how Teacher Fund distributions will be made this year. Victoria confirmed they will be handled the same as last year. This goes for Grade Grants as well

Marie Arthur

Financial Report

- The financial review for last year has been completed
- 3rd party reviewer of financials/bank statements will be Melissa Stefani this year
- 2017-2018 budget was reviewed and copies made available to attendees

Victoria Fritch

Presidents' Report

- Introductions were made of all attendees
- Roster of positions/contacts were distributed and reviewed, open positions noted. Melissa Stefani and Becky Foster agreed to take on Site Council roles

Kim Clarke/Becky Foster

- PTA calendar of events for 17-18 was distributed and reviewed. All dates are subject to change and some events will require creative planning due to construction this year
- Notebooks for Officers were distributed and reviewed
- Discussed ways to promote efficiency of, attendance, and involvement at PTA meetings and programs, how to be better connected. We will schedule atleast 1 evening PTA meeting this year
- YMCA playEVERYDAY Recess coach program begins this week, during lunch time recess, everyday but Wednesdays
- We are working on getting more bilingual communications out and having people available at events to help translate various languages
- Standing rules reviewed, no changes made

Committee Reports:

Communications

Director not in attendance

Kelly Butterworth

Curriculum Enrichment

Garden is being cared for and will be advertised during library volunteer training

Melissa Stefani

Fundraising

Board position is open

New Boxtops for Education competition has begun

Kim Clarke

Hospitality

Board position is open, nothing new to report.

Kim Clarke

Programs and Events

Back to school event went smoothly, ice cream was a hit and feedback has been positive

Spooky Spaghetti is next on schedule and will be promoted. Due to construction, pizza and ice cream will be served this year. Discussed ideas for getting more/new dad's to participate in Spooky Spaghetti

Natasha Renout

Volunteers

Picture day is Friday and volunteer spots have been filled

Book fair volunteer request has been sent

Natalie Edmonds is taking on printer ink cartridge recycling program.

Yuliya Ovsepyan

Membership

Nothing new to report

Kim Clarke

Legislative Rep

Nothing new to report

Claudia Huzar

Issaquah Schools Foundation

Director not in attendance.

Ali Tamblyn

Site Council

Nothing new to report

Kim Clarke

New Business

- Program guides available for officers/tracking roles, best practices for positions, these documents will be revised and updated by each individual officer
- OneDrive purpose, content and access were discussed
- PTA Site Council update was given, Parent Wiser events announced
- October 4th is Walk to School Day, if anyone is interested in help communicate the programs, head a walking bus stop for their neighborhood, please let Kim know.
- Coffee will start being served at next month's meeting

Dates to remember:

Spirit Wear – free shipping for online orders 9/15-10/2

Picture Day - Friday, 9/22

Volunteer Background Checks Due – 9/30

Eager Reader Begins – 10/1

Book Fair – 10/2-10/6

Dads @ Recess – 10/6

October General Membership Meeting – 10/16

Adjournment @ 11:00am

Striving towards 100% Membership!!