

Westlake PTA Meeting

May 29, 2014

Board Members and teachers in attendance:

Clyde Curley, Principal
Jeanie Darling, PTA President
Mel Sweet, PTA Treasurer
Papaya Van Dyke, PTA Secretary
Terry McInerney, PTA Arts Co-Chair
Sufi Fox, PTA Arts Co-Chair
Jane Heyse, Teacher
Adrienne Cramer, Teacher
Kristen Lenz, Teacher

Approximate attendance: 35 people

Meeting called to order at 6:35 p.m.

President, Jeanie Darling, opened the meeting and called for order.

Review of Last Minutes by Papaya Van Dyke

Secretary, Papaya Van Dyke, reviewed the minutes of the last PTA meeting, which was held on April 24, 2014.

***** MOTION**

Motion to approve the minutes was brought by Jennifer Fritzsche

Motion was seconded by Lucy Navabpour

Minutes were approved as presented unanimously

Natural Bridges Re-Opening Update

Kimberly Yi gave an update on recent meetings concerning re-opening the Natural Bridges campus. The advisory committee has wrapped up its meetings and has decided to put forward an option based on a neighborhood school model. A number of questions still remain, such as the possibility of grandfathering students, starting the campus with a smaller number of grades, or moving a program like the Dos Alas bilingual program to the site. The advisory committee put forth their proposal to the school board, and the board decided to postpone the decision until sometime in August, so no final decision has yet been made.

Treasurer' Report by Mel Sweet

Mel reviewed the budget report, a copy of which is attached. Net income from the Walkathon was \$11,679. The Direct Appeal is at \$57,000, and may end the year higher before the end of the year. (Recent average amounts have been in the mid-\$50,000s).

Mel also reviewed the check register, a copy of which is attached. The check register includes checks written from April 23, 2014 to May 27, 2014.

Jeanie expressed appreciation for all the work Mel has done this year as PTA Treasurer.

*****MOTION**

Motion to approve the budget report and the check register was brought by Krista Holt

Motion was seconded by Jen Fritzsche

Motion approved unanimously

Principal's Report/2014-2015 Site Report/Teacher Needs Request

Mr. Curley reported on several ongoing and upcoming events:

Field Day will take place on Monday, June 2 after recess for all grade levels. All grades will participate in games on the upper field. Parent volunteers are welcome.

Tea for volunteers will be held on Tuesday, June 3 at 10:00 outside the library.

The 5th grade culminating mural above the water fountain has been completed. Mr. Curley expressed his appreciation to Linda Piera for her work in creating this.

The 5th grade graduation will be held on Wednesday, June 11 at the church next door, which has a capacity of 500, and can better accommodate everyone than the MUR.

The last day of school, June 12, is a minimum day, and will be followed by the Teacher Appreciation Luncheon.

There were three retirements this year: Ms. Miller, Ms. Anderson, and Myra Eastman. The hiring process has been completed for Ms. Kemp for 5th grade, and Ms. Simonton for 4th grade. The art teacher has not yet been hired. Both resource teachers will be transferring, and Jill Bonn will be the new resource teacher.

There is a new state approach to controlling the budget, and the school board has not yet given Mr. Curley his numbers for next year. Based on the changes from the district, he may have some changes to the site support proposal given at this meeting. A copy of Mr. Curley's Unfunded Items list, last revised 5/29/14, is attached. Below are the items he proposes for funding, in order of priority:

- (1) Learning Assistants: There would be funds for 3 learning assistants, shared between kindergarten and 1st grade (1.5 hours for kindergarten, 45 minutes for Walk to Read, and 1 hour for 1st grade). Based on Mr. Curley's current proposal, there would be 3 PTA Site Support-funded learning assistants, 1 paid by federal funds, and 1 paid by supplemental funds.
- (2) Substitutes: Substitutes are used for a variety of purposes, including allowing the teachers time to plan curriculum. They also substitute when teachers are in IEP meetings, and during evaluation conferences

with teachers. The current substitute budget is \$12,000, and the Site Support proposal requests \$5,000 from the PTA (the remainder to come from federal and supplemental funds).

- (3) School Supplies: The discretionary budget of \$12,000 covers paper, but not all supplies for teachers. The Site Support request for \$5,000 gives teachers an amount to start the school year.
- (4) Life Lab additional hours: Mr. Curley amended his request (listed at \$9,000) to say that it should accurately be \$11,000. This increases Jane Forbes' hours to 25 hours a week, which allows every class to visit every week. One half of her time is funded through the parcel tax.
- (5) Playworks Coach: This has been a valuable program for the school during recess and structured PE for the teachers. All Playworks coaches in the district are funded by donations.
- (6) Technology: The school will be receiving five carts of 35 Chrome books. Starting in 2nd grade, students will focus on computer skills, increasing their abilities from 3rd to 5th grade. The Site Support request for funds is for teacher training and support for technology.
- (7) PE Equipment: There is always a need for new PE equipment.
- (8) Instructional Materials: Currently there is no funding to purchase consumable materials for next year.

The requests were discussed and the amounts requested were reviewed. After discussion, the proposal, revised as follows and as attached to these minutes, was approved for the following items:

| | |
|-----------------------------------|-----------------|
| Learning Assistants (3: K,1, WTR) | \$42,000 |
| Substitutes | \$5,000 |
| School Supplies | \$5,000 |
| Life Lab Additional Hours | \$10,000 |
| Playworks Coach | \$12,000 |
| PE Equipment | \$1,000 |
| Total | \$75,000 |

There was also a discussion concerning the amount raised by the Fund-A-Need at the Art Auction, and it was proposed that the amount be used for teacher training for technology.

*****MOTION**

Motion to approve the Site Support request as revised above, and in the attached handout, was brought by Deana Tanguay

Motion was seconded by Krista Holt

Motion approved unanimously

Arts Committee Final Year Update

Terry McInerney reported on the end of the year arts events. Music performances for 4th and 5th graders will take place next week. The Day of Dance was a huge success. Shakespeare to Go will be performing for 4th and 5th graders on Wednesday, June 4. The unveiling of the 5th grade culminating project will take place on Wednesday, June 11 at 9:30 a.m.

Julie Graff gave an update on the 2015 Art Auction. They have signed a contract with the Elks Club for an appetizer-only auction, which will not have mobile bidding at the event. There will be several chairs for the Art Auction next year, and these chairs will report directly to Terry and Sufi. Positions are: Art Auction Donation Chair, Entertainment Chair, Art Parent Chair, Raffle Chair, and Closing Chair.

PTA Business Updates

The following are the nominees for the 2014-2015 PTA Board:

President: Jen Fritzsche

Vice President: Tim Madsen

Treasurer: Melanie Sweet

Secretary: Anna Matusik Turner

Co-Art Chairs: Sufi Fox and Terry McInerney

Parliamentarian: Papaya Van Dyke

*****MOTION**

Motion to approve new board members as named was brought by Krista Holt

Motion was seconded by Julie Graff

Motion approved unanimously

Enrichment Programs Review

Deana Tanguay gave an update on the STEM Assembly, which went well and was appreciated by the students. Deana would likely recommend that we do this assembly again, with some improvements, such as increased volunteer training.

Open Chair Positions

Jeanie listed the Open Chair positions for the coming school year, which are as follows: Drive for Schools Chair, Back to School BarBQ Chair, New Leaf Gift Cards Program Chair, Grant Chair, Marquee Manager, Sweatshirt Chair, Teachers' Luncheon Chair, and 5th Grade Culmination Activities Chair. If these chairs are not filled, the programs cannot continue. Lucy Navabpour volunteered to take over the New Leaf Gift Card Chair position, and Sabine Crawford volunteered to do Spirit Wear and Movie Night. Terry McInerney, Sufi Fox, and Krista Holt volunteered to work on the 5th grade culmination.

Walkathon Update

The Walkathon was a fun and successful event. Jeanie expressed her appreciation to Lucy Navabpour and Paula McCombie for coordinating this.

Yearbook Update

Yearbooks will go home on Monday, and sales of additional yearbooks will begin on Tuesday. Next year there is a need for someone to work with Becky Saltikov on the yearbooks.

Jeanie expressed her appreciation to everyone who had helped throughout the year to make this such a successful year at Westlake.

The meeting was adjourned at 8:00 p.m.