

NORMAN ROCKWELL ELEMENTARY SCHOOL PTA
General Membership Meeting
OCTOBER 15, 2009

Call to Order: President Celia Kennedy called the meeting to order at 7:02 p.m. A quorum was present. She began the meeting by introducing the Rockwell PTA Board and the attending Rockwell staff members.

Meeting Minutes: Vicky Krum moved that the May 28, 2009 General Meeting Minutes be approved as distributed. Thea Fortune seconded the motion. The motion was passed.

Treasurer's Report: Treasurer Victoria Bigelis reported a beginning balance of \$32,714.34 and a month end balance of \$63,841.41.

Principal's Report: Principal Tina Livingston reported: 1) The LWSB is planning to adopt a new math program to be fully implemented next school year. Before final adoption, meetings in January will be conducted to help educate our learning community about the curriculum choices, and a follow-up on-line survey will be available for staff and parents to rate the curriculums. Two programs will be piloted in February and March. 2) The primary teachers are participating in a writing class. 3) Mrs. Livingston is working to create a more communal teaching experience so teachers can learn from each others' strengths and successes, arrive at consistent goals for each unit, and feel a sense of partnership and support. 4) Although playground funds had been set aside to purchase bleachers, further research indicates that district policy does not allow the elementary schools to have bleachers. Therefore the money granted in May by the PTA will be redistributed.

Teacher Representative: Marie Hewitt thanked the PTA for the Back-to-School BBQ. A request for \$210 was made to pay for an additional Rockwell first grade teacher to attend the writing program lead by Kathy Collins in January. The Board will review the request at the Board meeting in November. Mrs. Hewitt reported that the Science Van has lost its funding, so the cost to the school has doubled. The membership expressed a desire to continue supporting the Science Van experience and decided to revisit the issue in January when our major fund-raising is done and available funds are better known; Mrs. Hewitt requested a decision by March. This year's Science Van theme is "Engineering."

Vice President's Committee Reports:

Stephanie Sullivan - VP of School Services: Thanked Elizabeth Shipman for organizing the **Welcome Back Coffee**; reported that the **Back to School Luncheon** for the teachers went well; also reported that the **Back to School BBQ** made money this year. (Note: The chair people for the BBQ will update the BBQ notebook to include information on how to purchase product and rent equipment from Sodexo, which will reduce costs.) On behalf of Mary Klug, the **Get in**

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Motion Chair, it was reported 227 students participated in Walk to School Week. The Redmond Police were on campus and on neighboring streets, greeting students and enforcing laws. Mary Klug will soon kick off the **Seattle Children's Marathon** training, with after school running opportunities. A Chair for **Bingo Night** has been confirmed; some adjustment to the calendar may be necessary in order to support this event. The DJ for Family Fun Night has been arranged, but the event still needs a chair. Tracy Brooks made a motion to change the name of "Family Fun Night" to "The All-School Dance Party". Minerva Butler seconded the motion, and the membership approved.

Tracey Gilman - VP of Community Services: Reported that the **Harvest Party** will take place on October 30th; reported that Karene Busby, the **Health Room** chair, could use more volunteers; thanked the **Vision and Hearing** volunteers; reported that **Picture Day** is October 19th. All picture forms have been sent home, and orders can also be placed online; named the **Emergency Preparedness** chairs, Anne Bovee and Gale Elam; reported that the PTA board is planning a **Staff Appreciation** soup and bread luncheon for Friday, October 23. There is no confirmed chair for this committee; reported that the **6th Grade Kidsitters** program is in motion, chaired by Kristen Muscott and Kathleen Reynolds; reported that **Safety Patrol** is being chaired by Mr. Mahendran; named Joyce Tsao as **Hospitality** chair; introduced Pilar Lopez, the **Special Needs** chair. Mrs. Lopez discussed the upcoming All-Abilities assembly and her goal to help educate Rockwell students, families, and staff about children living with special needs; Mrs. Lopez requested a budget increase of \$200 so she can purchase educational books for the library on the subject of special needs. Tracey Gilman made a motion to increase the Special Needs budget from \$100 to \$300. Jessica Hargin seconded the motion and the membership approved the increase.

Jessica Hargin - VP of Academic Enrichment: Reported that **Reflections** entries are due on October 28th. All entries will be judged and delivered to the district office by November 18th; reported that **Math in Action** is on site and online and is up and running; reported that **Reading Recognition** is meeting on Mondays and Thursdays, and new books for testing have been purchased; reported that the **Art Docent** program began in October. Funds have been set aside for a guest artist to visit in the spring; reported that **Art for Kids** is full; reported that **Chess Club** will begin on October 28th with Elizabeth Shipman as chair; explained that parents are providing supervision for the above activities as a condition for their child's participation; reported that **Lego League** is full with two teams of eight students each. Mrs. Hargin explained to the membership that the board voted at their October meeting to increase Lego League's budget to \$200 to cover additional costs; reported that the Salmon in the Classroom program is underway; reported that the 6th grade's **Knights Tour** has been arranged and paid for; reiterated that the decision whether to fund the **Science Van** will be made in January; reported that two **Author Visits** have been arranged by Rockwell Librarian Diane Davenport; reported the four

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assemblies that have been organized for the year: The Ned Show in October, the Tap Root Theater in November, A celebration of Martin Luther King in January, and a guest poet and musician in January; reported that the board is considering adding an after school activity called **Musical Minds**, a program that teaches piano to K-6th graders in a group setting. Carleigh Grey-Lermy has agreed to chair the program pending membership's approval.

Director of Fundraising Report: Minerva Butler reported that the total funds raised for **Pass the Hat** (including matching funds) was \$35,183. She reported **PACE** membership drive ends October 30th but is a long-term fundraiser. Mrs. Butler introduced the **Rockwell Dines Out** program she has organized: Papa John's will donate 20% of receipts the second Thursday of each month; Panda Express will donate 20% of Rockwell receipts for one full week in October; Ruby's will donate 20% of receipts within a four hour time frame on December 3rd; McDonalds will host "McTeacher Night" in February; Canyons Restaurant is slated for March or April. Other fundraising opportunities include: Everything Party, which will donate 10% of Rockwell receipts; Amazon fundraising link is in progress.

Director of Communications Report: Tracy Brooks reported that **Beagle Bugle** has two new features, the "Did You Know?" column that introduces Rockwell staff, and the "Student's Voice" column. Mrs. Brooks explained that Rockwell parents' submissions must be PTA-related, and the communications team reserves the right to edit articles as needed. The **Rockwell Directory** will go to the printer on Monday, October 19th.

President's Report: Celia Kennedy reported that as President of the PTA, she created a new Board of Directors position – Funds Allocation Coordinator – and appointed Vicky Krum to the position. Mrs. Kennedy explained that the Funds Allocation Coordinator is responsible for collecting funding requests from teachers and keeping track of how the funds are spent and how much of the funds are spent. The Funds Allocation Coordinator is not an executive position. In order to support this addition to the Board of Directors, changes to the **Norman Rockwell PTA Standing Rules** must be made. At this time, all standing rules were evaluated and the following changes were suggested: 1) Membership and Services Fees #3 shall read: "... Of this fee, \$7.50 \$8.00 per member is divided among the Lake Washington PTSA Council, the Washington State PTA, and the National PTA. ...” 2) Officers and Their Election #12 shall read: "...no fewer than three nor more than five Vice-Presidents which are to include a Director of Communications and a ~~Director of Volunteers, Director of Fundraising and Funds Allocation~~

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~~Director~~-Secretary or ...” 3) Executive Committee and Board of Directors # 16 shall read: “The Board of Directors shall consist of the Executive Committee, the Legislative Advocate(s), the Membership Chair, [and the Funds Allocation Coordinator]. All must be members of the PTA.” Stephanie Sullivan made a motion to approve the changes to the standing rules as discussed; Carleigh Grey-Lermey seconded the motion; the membership approved the changes to the standing rules.

New Business: Several possible adjustments to the Financial Statement were discussed: 1) Vicky Krum made a motion to add an **EPI** budget line with \$1,000 income and \$500 expense; Victoria Bigelis seconded the motion; the membership approved. 2) Jessica Hargin made a motion to add a budget line-item of \$1,520 expense for the **6th grade Knights Tour**; Carleigh Grey-Lermey seconded the motion; the membership approved. 3) Celia Kennedy asked the membership if it would be interested in designating \$100 toward this year’s levy campaign and adding a line-item to the budget for future levy years. The funds would support a phone campaign and other utilities to promote the campaign. Discussion ensued. The membership decided to defer its stance on how it would support the levy until January. 4) Stephanie Sullivan made a motion to update the **Susan Tobey Scholarship Fund** line with a \$465.50 expense and a \$1,000 variance. Carleigh Grey-Lermey seconded the motion; the membership approved. 5) Jessica Hargin made a motion to allow **Musical Minds** to offer an afterschool program at Rockwell and to add an in-and-out budget line of \$20,000 to support it; Minerva Butler seconded the motion; the membership approved. (Note: volunteers will be needed to oversee registration and supervision for the Musical Minds program.)

Celia Kennedy reported that Mayor John Marchione has requested time to speak at our next General Membership meeting. The membership decided to invite Mayor Marchione to speak at 6:00pm on January 21, just before the 7:00pm meeting.

Funds Allocation Coordinator – Vicky Krum reported a \$7,500 budget for classroom enrichment. Mrs. Krum explained that the PTA has guaranteed all grade levels \$500.00 and all specialist \$200.00. School Librarian (a specialist position) Diane Davenport has requested up to \$2,500.00 to purchase books to support the new social studies program. Other additional funds have been requested to support a Toymaker’s Visit (K & 4th grades) and a field trip to Olympia (5th grade). Kristen Muscott suggested that an additional \$300.00 be allocated to Diane Davenport for library enrichment. It was decided that the membership would revisit the additional funding requests in January. (Note: The distribution of funds will be a year-long discussion as teachers and specialists have three deadlines throughout the school year to claim their enrichment funds.)

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Initiative 1033: Kristen Muscott made a motion that the Rockwell PTA support a “NO” vote on I-1033. Celia Kennedy explained that the Washington State PTA is supporting a “NO” vote. The membership decided not to adopt a position since a vote on the issue was not advertised as part of the meeting’s agenda. Tracy Brooks, Director of Communications, suggested that the communications team include information on I-1033 in upcoming Beagle Bugles.

Adjournment: President Celia Kennedy adjourned the meeting at 9:11pm.

Minutes submitted by Kristen Muscott
PTA Co-Secretary 2009-2010