

**Markham Elementary PTA
PTA Meeting Minutes
Portland, OR
April 5, 2017**

The membership meeting of Markham Elementary School was called to order in the Library of our school at 6:30 p.m. on Wednesday, April 5, 2017, by President Michelle Marsden. Proper notice was given to all members through the district calendar, school newsletter and reminder emails and posts. A quorum of members as stated in the Standing Rules was present. A sign-in sheet is attached to these minutes. **(Attachment A).**

Guest Speaker - Kevin Crotchett, Principal Jackson Middle School:

Mr. Crotchett, the principal at Jackson Middle School spoke with the membership about information about middle school and Jackson for parents of 5th grade students. He brought a flyer with him "Welcome to Jackson." (Attachment B). The flyer has different ways that the incoming 5th graders and their parents have opportunities to interact with Jackson.

Greg Crabtree, the Vice Principal at Jackson Middle School, will be visiting each elementary school. On that day the students will fill out their forecasting sheet for what electives they would like to take in 6th grade.

On May 16, 2017, at 6:30 p.m., there will be a family social at Jackson and Mr. Crotchett encourages all incoming 6th grade families to attend and tour the school with your student.

On August 23, 2017 there will be a 6th grade orientation on August 23rd, the students will get their schedules, meet teachers, practice opening lockers and explore Jackson before school starts. If you are not going to be in town during the August 23rd event you are welcome to come to the school before that date and get your child's schedule and tour the school. Or the schedules will be mailed after that date for the students that do not attend.

The 6th grade curriculum includes a period of language arts, social studies, science and math. Those four classes make up their core program and then 6th graders have two electives. There are four electives offered for 6th graders to choose from, one is PE, which is required even though it is called an elective. The other electives are drama,

choir, shop or engineering design, art, and band. In 7th grade they add on ensemble an addition to choir that is by audition. Spanish is added to the 7th and 8th graders.

Preliminary Business - Michelle Marsden, President:

Minutes from the last PTA meeting on March 1, 2017 were presented by Michelle Marsden. Marci Forbes motioned to approve the minutes and Joelle Alexander seconded the motion. The minutes were approved.

The agenda for this meeting was presented by Michelle Marsden. (**Attachment C**). There were no other changes or additions to the agenda.

Principal's Report - Shawn Garnett, Principal:

Our core program will not change next school year and we are adding an additional 5th grade classroom. We will have 18 general education classrooms and 2 focus classrooms and Mr. Stafford will now be a part of the 5th grade team. The vacancy that will be available will be for a new 3rd grade teacher. The thing that saved us is our enrollment. Ms. Easton will have the opportunity to apply for the 4th grade teaching position during the internal phase of the hiring process.

There are two options for placement of the new 3rd grade classroom for next year. One is option is that ESL moves to the MCCA room. The second option is that Head Start moves to a different location and ESL moves to that room and the 3rd grade classroom will move to the ESL classroom.

In May Mrs. Garnett will bring the behavior management plan, we are a PBIS school, Positive Behavior Intervention Supports, and one of the pieces that you do to be considered as following the protocols of PBIS is by bringing the plan to your community and one of the ways she is doing that is through PTA and Sharing with Shawn.

Treasurer's Report - Kathy Jennings, Treasurer:

Kathy asked two non-board members to review the February 2017 checking and savings account statements and reconciliations.

Kathy presented the checking and savings account balances for February 2017. The checking account balance is \$51,172.65 and the savings account balance is \$19,216.60.

Kathy also presented an updated Markham Elementary PTA Income and Expenses Compared to Annual Budget 07/01/2016 - 06/30/2017 (**Attachment D**).

New Business:

2017-18 Board Nominations - Michelle Marsden:

We are nominating the Board for the 2017-2018 school year. Ballots were passed out to the membership. Nominations will be accepted through the end of April. Voting will take place at the May PTA meeting.

School Art Supplies Funding - Michelle Marsden:

PPS shut down the schools from ordering any further art supplies. Mrs. Garnett elaborated on the fact that our general fund is so low this school year because \$6,000 went to update our library which was in need of an update. If we go in the red they take those funds out of the budget for next school year. Kathy Lippincott and Ms. Huber went through and made a list of art supplies that they will need throughout the rest of the school year. The Board already voted and approved to give \$500 to the school to purchase supplies that were needed right away. The full request is up to \$1,200. Jessica Christiansen motioned that we approve up to \$700 for art supplies throughout the school for the rest of the year. Alissa Maxwell seconded the motion. Motion was voted on and approved by the membership.

Update on Current Teacher Requests for funding - Michelle Marsden:

Ms. Cook did a donors choose to get iPad's for her students and her understanding was that they would have sturdy cases and they came without the cases. She did contact donors choose and they were going to get her more money but there was still going to be a shortage of between \$100 and \$200 of what she is going to get to exchange the cases for more sturdy cases. Alissa Maxwell made a motion to approve up to \$200 for Ms. Cook to purchase sturdy cases for the iPad's for her students. Jennifer Wisher seconded the motion. Motion was voted on and approved by the membership.

SEPTAP Donation Request - Michelle Marsden:

There is a Special Education PTA and they are asking for \$100 be donated by Markham PTA on behalf of our special needs students and parents that work with that group.

Michelle offered to put them in touch with Markham's special education parents. The cost is for them to run their own Special Education PTA Portland. They have a smaller group of parents and they don't want to run their own fundraising in schools that already have PTA's so they ask for donations. Marci Forbes motioned to approve donating up to \$100 to Special Education PTA Portland. Morgan Prather seconded. The motion was voted on and approved by the membership.

PTA Babysitter Needed for Next School Year - Michelle Marsden:

We need a PTA babysitter for next school year. Jessica Christiansen offered that her son, Devlin, will be available to babysit next year.

Unfinished Business:

PPS SchoolPay Account Options for PTA - Michelle Marsden:

We need a volunteer to set up with Kathy Lippincott in the office to set up the PTA account set up in SchoolPay. We need to list out what items we want to put on there.

Emergency Preparedness Seminar - Michelle Marsden & Jessica Christiansen:

The Emergency Preparedness is at Jackson Middle School on April 19th at 6:30 p.m. in the Auditorium.

Committee Reports:

DENIM & *Diamonds* Auction - Jessica Christiansen:

Please buy what is left. We have a couple board parties left for purchase.

Spring Event Volunteer Requests - Alissa Maxwell:

Alissa has Spring volunteer options for the Fun Run, Friday, April 28, 2017. Walk and Bike Month is in May and we need walk leaders. There is also help needed to sort books for the used book sale. Alissa is going to put together sign-up sheets for spring volunteer opportunities for Sharing with Shawn and put together something for the Facebook page with a 1-2 line description of each event.

Destination Imagination - Michelle Marsden:

DI state tournament is this Saturday. We have two fifth grade teams going for the gold and one 3rd grade class in the same category. We still need a coordinator for next school year.

Backpack Bulletin - Michelle Marsden for Jennifer Wisher:

Submissions are due on April 12, 2017. Send your email submissions to:
backpackbulletin@gmail.com

Spring Movie Tickets - Tricia Lewis:

There is no news for Spring movie tickets.

Garden - Misty Plock:

We are working on scheduling a spring garden clean-up for the first weekend in May.

Safe Routes to School - Michelle Marsden for Julie Loveless:

There is a safe routes to school committee walk event on the 27th after school.

Markham Fun Run - Alissa Maxwell:

Fun Run is scheduled for Friday, April 28, 2017. Information will hopefully be sent home with students next week. We need lots of volunteers and the sign-up is online to volunteer. We had a parent who got Umpqua Bank to donate ice cream for all the students. Popsicles will still be purchased for those students who cannot have ice cream.

Hospitality - Joelle Alexander:

Teacher appreciation week is the first week of May. Joelle will be sending out the sign-ups.

Connect to Kindergarten - Sarah Black:

There is another event scheduled for May 25, 2016. This is a parent only event.

Markham World Tour - Shannon Kandel:

Markham World Tour will be held on May 18, 2017. The name for the part with the booths in the gym has been changed to Global Village.

Used Book Sale - Linda McNamara:

Linda needs help sorting and organizing books in the PTA locker room in preparation for the used book sale. Please contact Linda if you are available to help.

Yearbook - Ally Keo:

Order forms were put in the teacher boxes on Monday, so they should be sent home soon. We still need candid from classroom activities and field trips. Order forms are due on May 12, 2017.

Scrip - Christine Stonecliffe:

Buy scrip!

Announcements:

Mrs. Huber is in need of bubble wrap.

Jackson Choir Fundraiser - Used clothing drive Saturday, April 7th from 10:00 a.m. to 2:00 p.m.

PPS School Bond fact sheet from School Board Member Bobbie Regan. (Was on the table for those who wanted a copy).

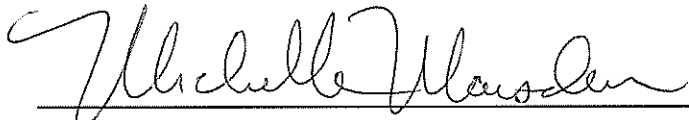
Schedule of Upcoming Events:

- 4/7-4/9 Food Drive for Markham's Food Backpack Program & Neighborhood House
- 4/8 Destination Imagination Tournament at Sprague High School in Salem
- 4/11-4/12 Fourth Grade overnight Oregon Trail field trip
- 4/12 Chipotle Fundraiser
- 4/14 Sharing with Shawn 9:00 a.m. - 10:00 a.m. in the MCCA room (translation and Childcare provided)

- 4/19 Backpack Bulletin assembly - 3:00 p.m. in the PTA workroom/art room
- 4/19 Emergency Preparedness Seminar at Jackson Middle School
- 4/27 Safe Routes to School Community Walk - after school
- 4/28 Markham Fun Run

Meeting adjourned at 8:20 p.m.

Approved as to form on May 3, 2017



Michelle Marsden, President



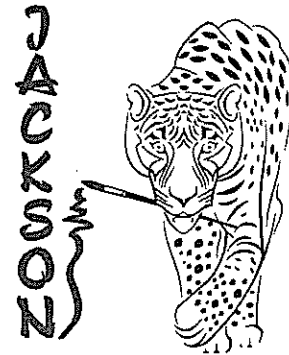
Misty Plock, Secretary

Markham PTA Sign-up Sheet
4/5/17

NAME	EMAIL ADDRESS	MEMBER (Y/N)
Misty Plock		Y
Michelle Marsden		Y
Jessica Christensen		Y
Maria Wilcoxson		Y
Lisa Johnson		Y
Ally Keo		Y
Kathy Jennings		Y
Jennifer Wisler		Y
Alissa Maxwell		Y
Stephanie Von Ahlefeld		Y
Christine Stordiffen		Y
Joelle Alexander		Y
Sara Puma		Y
Tim Loveless		Y
John Kern	Same as always	Yes
Marci Forbes		Y

Welcome to Jackson!

The spring is a fantastic time for current 5th grade students and their families to visit, tour, experience, and be introduced to Jackson Middle School. In the coming months there are many events at Jackson and at our feeder schools aimed at making your transition into middle school a fun and exciting passage.



5th Grade Students Visit Jackson Middle School

Fifth graders from our feeder elementary schools will join us on March 7th from 9:30 to noon. Students coming to Jackson in the fall but not attending our feeder schools are also welcome. The morning will be spent previewing our spring musical, touring Jackson with a current 6th grader, and staying to eat lunch in the cafeteria.

PTA Visits with Kevin Crotchett, Principal

Attend your elementary school's PTA meeting and visit with Kevin Crotchett, Jackson Principal. Learn about the JMS experience, core, and elective programming.

Maplewood, March 15th

Markham, April 5th

Stephenson, April 11th

Capitol Hill, April 12th

Forecasting with Greg Crabtree, Assistant Principal

Jackson's very own Mr. Crabtree, Assistant Principal, will visit each elementary school to talk with all 5th grade students about forecasting and course selection for the fall. Parents, be on the lookout for those forecasting sheets in late April.

Counselor and Student Visits

In May, students from JMS along with our counselor, Tara De Leon, will visit with our 5th graders at their elementary schools. Together they will share the JMS experience and answer any question the students may have.

Celebration of Success: A Family Social

Join Jackson families for a year-end ice-cream social at 6:30pm on May 16th. Take a self-guided tour of the building as you locate new and old Bernstein Artful Learning projects, view students' work throughout the building, and visit with friends and neighbors.

Spring Musical and Concerts

Take a look at the Jackson spring calendar at <http://jacksonpps.net> and join us in March for our spring musical, Seussical Jr., or come to a choir, ensemble, or band concert in May.

6th Grade Orientation in August

On August 23rd, our new 6th graders are invited to get an early look at their schedules, meet teachers, practice opening lockers, and explore Jackson.

<u>Introductions</u>	6:30PM
<u>Guest Speaker</u> Kevin Crotchett, Jackson Middle School Principal	15 minutes
<u>Preliminary Business</u> Approve March meeting minutes Additions/changes to this Meeting Agenda	2 minutes 2 minutes
<u>Principal's Report</u>	10 minutes
<u>Treasurer's Report</u>	2 minutes
<u>New Business</u> - Michelle Marsden 2017-18 Board Nominations <ul style="list-style-type: none"> • You must be a current member to make nominations • Vote taken at May 3rd meeting School art supplies funding – Vote Update on current teacher requests for funding SEPTAP donation request – Vote PTA Babysitter needed for next year	15 minutes
<u>Unfinished Business</u> PPS SchoolPay Account options for PTA - Michelle Marsden Emergency Preparedness Seminar – Jessica Christiansen	5 minutes
<u>Committee Reports</u> Auction - Board parties & online closeout– Jessica Christiansen Spring Event Volunteer Requests – Alissa Maxwell Destination Imagination – Michelle Marsden Backpack Bulletin – Jennifer Wisher <ul style="list-style-type: none"> • Submissions due April 12th for next edition • Email address: backpackbulletin@gmail.com Spring Movie Tickets – Tricia Lewis Garden – Misty Plock Safe Routes to School - Community Walk – Julie Loveless Markham Fun Run – Alissa Maxwell Hospitality – Joelle Alexander Connect to Kindergarten – Sarah Black Markham World Tour – Shannon Kandel Used Book Sale – Linda McNamara Yearbook – Ally Keo Scrip – Christine Stonecliffe	5 minutes 5 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes 2 minutes
<u>Announcements</u> Jackson Choir Fundraiser – Used clothing drive Saturday, April 7 th from 10AM to 2PM PPS School Bond fact sheet from School Board Member Bobbie Regan (on the table)	2 minutes

Schedule of Upcoming Events

2 minutes

- 4/7-4/9 – Food Drive for Markham’s Food Backpack program & Neighborhood House
- 4/8 - Destination Imagination Tournament at Sprague High School in Salem
- 4/11-4/12 – Fourth Grade overnight Oregon Trail field trip!
- 4/12 – Chipotle Fundraiser (Flyers on table)
- 4/14 – Sharing with Shawn 9-10AM in the MCCA room (translation and childcare provided)
- 4/19 – Backpack Bulletin Assembly - 3PM in the PTA Workroom/Art Room
- 4/19 – Emergency Preparedness Seminar at Jackson – 6:30PM (Flyers on table)
- 4/27 - Safe Routes to School Community Walk - after school
- 4/28 – Markham Fun Run!

Markham Elementary PTA
Income & Expenses Compared to Annual Budget 07/01/2016 - 06/30/2017

Attachment D

1 Donations	Actual Income	Budget Income	Actual Expense	Budget Expense	Actual Net	Budget Net	More/-Less
Business Donations	812.66	750.00	-	-	812.66	750.00	62.66
Directed/Corp Match Funds	-	200.00	-	-	-	200.00	-200.00
Markham High \$5 Donations	1,795.25	2,000.00	-	-	1,795.25	2,000.00	-204.75
Total	2,607.91	2,950.00	-	-	2,607.91	2,950.00	-342.09
2 Fundraisers	Actual Income	Budget Income	Actual Expense	Budget Expense	Actual Net	Budget Net	More/-Less
Art Cards	3,408.00	2,500.00	1,764.80	1,500.00	1,643.20	1,000.00	643.20
Auction Event	45,337.27	32,000.00	9,612.36	8,000.00	35,724.91	24,000.00	11,724.91
Box Tops/Toner/Etc	-	500.00	-	-	-	500.00	-500.00
Markham Fun Run	-	9,000.00	88.50	2,000.00	-88.50	7,000.00	-7,088.50
Movie Tickets	520.00	750.00	330.00	525.00	190.00	225.00	-35.00
Scrip	51,619.33	13,000.00	49,973.28	11,000.00	1,646.05	2,000.00	-353.95
Spirit Wear	905.00	800.00	342.60	342.60	562.40	457.40	105.00
Total	101,789.60	58,550.00	62,111.54	23,367.60	39,678.06	35,182.40	4,495.66
3 Other Income	Actual Income	Budget Income	Actual Expense	Budget Expense	Actual Net	Budget Net	More/-Less
Interest Income	34.88	50.00	-	-	34.88	50.00	-15.12
Misc income	-	-	-	-	-	-	-
Total	34.88	50.00	-	-	34.88	50.00	-15.12
4 Arts Education	Actual Income	Budget Income	Actual Expense	Budget Expense	Actual Net	Budget Net	More/-Less
Art Supplies	1,189.00	500.00	3,000.00	2,500.00	-1,811.00	-2,000.00	189.00
Art Teacher Continuing Education	-	-	3,360.00	3,360.00	-3,360.00	-3,360.00	-
Artist-in-Residence	-	-	-	-	-	-	-
Total	1,189.00	500.00	6,360.00	5,860.00	-5,171.00	-5,360.00	189.00
6 Classroom Support	Actual Income	Budget Income	Actual Expense	Budget Expense	Actual Net	Budget Net	More/-Less
Auction Paddle Raise Promised	-	3,500.00	1,845.00	3,505.00	-1,845.00	-5.00	-1,840.00
Classroom Teacher Support	465.00	290.00	5,460.00	6,300.00	-4,995.00	-6,010.00	1,015.00
Field Day	-	-	-	150.00	-	-150.00	150.00
Field Trip Backpack Maintenance	-	-	203.38	350.00	-203.38	-350.00	146.62
Field Trips (18 @ \$200)	880.00	510.00	4,000.00	3,800.00	-3,120.00	-3,290.00	170.00
PTA parties	-	-	145.97	250.00	-145.97	-250.00	104.03
Total	1,345.00	4,300.00	11,654.35	14,355.00	-10,309.35	-10,055.00	-254.35
7 Events	Actual Income	Budget Income	Actual Expense	Budget Expense	Actual Net	Budget Net	More/-Less
Carnival	3,394.50	2,000.00	2,447.70	1,500.00	946.80	500.00	446.80
Destination Imagination Scholars	-	-	200.00	200.00	-200.00	-200.00	-
Family Day/Grandparents Day	-	-	13.50	150.00	-13.50	-150.00	136.50
Fifth Grade Promotion	-	-	-	350.00	-	-350.00	350.00
Markham Global Village	2.50	-	-	400.00	2.50	-400.00	402.50
Pennies for Peace	557.34	500.00	-	500.00	557.34	-	557.34
Walk/Bike to School	-	-	42.55	125.00	-42.55	-125.00	82.45
Total	3,954.34	2,500.00	2,703.75	3,225.00	1,250.59	-725.00	1,975.59

8 Communications	Actual Income	Budget Income	Actual Expense	Budget Expense	Actual Net	Budget Net	More/-Less
Directories	-	-	126.00	150.00	-126.00	-150.00	24.00
Memory Book	-	850.00	-	1,000.00	-	-150.00	150.00
Web Site	-	-	-	-	-	-	-
Total	-	850.00	126.00	1,150.00	-126.00	-300.00	174.00
9 Hospitality	Actual Income	Budget Income	Actual Expense	Budget Expense	Actual Net	Budget Net	More/-Less
Kindergarten Ice Cream Social	-	-	72.36	100.00	-72.36	-100.00	27.64
Kindergarten Round Up	-	-	-	200.00	-	-200.00	200.00
Kindergarten Welcome Night	-	-	35.37	200.00	-35.37	-200.00	164.63
Other Hospitality/Vol. Appreciat	-	-	104.38	300.00	-104.38	-300.00	195.62
Teacher Appreciation	-	-	-	350.00	-	-350.00	350.00
Total	-	-	212.11	1,150.00	-212.11	-1,150.00	937.89
10 PTA Overhead	Actual Income	Budget Income	Actual Expense	Budget Expense	Actual Net	Budget Net	More/-Less
Babysitting	-	-	290.00	350.00	-290.00	-350.00	60.00
Bank Charges	6.97	-	305.62	1,000.00	-298.65	-1,000.00	701.35
Corporation Fees	-	-	-	100.00	-	-100.00	100.00
Insurance	18.00	-	150.00	150.00	-132.00	-150.00	18.00
Other PTA Overhead	-	-	459.34	400.00	-459.34	-400.00	-59.34
PTA Dues	1,086.50	-	465.50	350.00	621.00	-350.00	971.00
Supplies/Paper Order	-	-	54.84	300.00	-54.84	-300.00	245.16
Treasury Software	-	-	135.00	135.00	-135.00	-135.00	-
Total	1,111.47	-	1,860.30	2,785.00	-748.83	-2,785.00	2,036.17
11 School Support	Actual Income	Budget Income	Actual Expense	Budget Expense	Actual Net	Budget Net	More/-Less
Classroom Fans	-	-	339.53	400.00	-339.53	-400.00	60.47
Garden - grant	-	-	-	488.00	-	-488.00	488.00
Green Team	-	-	-	100.00	-	-100.00	100.00
XL Licenses	-	3,500.00	3,669.00	3,500.00	-3,669.00	-	-3,669.00
Library	-	-	250.00	250.00	-250.00	-250.00	-
Music Program Support	-	-	150.00	150.00	-150.00	-150.00	-
Other School Support	-	3,400.00	100.00	3,900.00	-100.00	-500.00	400.00
PTA Clothes Closet	-	-	50.00	50.00	-50.00	-50.00	-
Playground/Johnson Support	-	-	250.00	250.00	-250.00	-250.00	-
Scholastic News	-	2,400.00	2,937.00	2,400.00	-2,937.00	-	-2,937.00
School Counselor	-	-	100.00	100.00	-100.00	-100.00	-
Shadow Project	-	-	-	200.00	-	-200.00	200.00
Technology Classroom Support	-	-	150.00	150.00	-150.00	-150.00	-
Technology-Computers, etc	-	-	22,882.80	22,883.00	-22,882.80	-22,883.00	0.20
Total	-	9,300.00	30,878.33	34,821.00	-30,878.33	-25,521.00	-5,357.33
RAND TOTALS	Actual Income	Budget Income	Actual Expense	Budget Expense	Actual Net	Budget Net	More/-Less
	112,032.20	79,000.00	115,906.38	86,713.60	-3,874.18	-7,713.60	3,839.42