

**Markham Elementary PTA  
PTA Meeting Minutes  
Portland, OR  
June 7, 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, June 7, 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).**

**Preliminary Business - Michelle Marsden, President:**

Minutes from the last PTA meeting on May 3, 2017 were presented by Michelle Marsden. Heather Rawlins 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 B).** There was a couple of changes, the first was Kelly Skelton asked to add Thanks you's at the end before announcements. The second change is that Mrs. Garnett was not able to attend the meeting so Michelle will be presenting the principal's report that she received from Mrs. Garnett. There were no other changes or additions to the agenda.

**Principal's Report - Shawn Garnett, Principal:**

Unfortunately, Ms. Easton is not going to be coming back next school year. The fourth grade teaching position went to the unassigned teaching pool by PPS and Ms. Easton got bumped by another teacher with more seniority. The position went to a teacher who was hired by PPS in 2015, her name is Rose Addis. She is coming to us from Boise-Eliot/Humboldt. The same has happened with Erin Altz as well, but there was another reading support teacher that wanted that position. Her name is Linda Rozman. We will also be getting a full time reading coach who PPS is hiring to help with the new reading adoption. That position will be filled by PPS.

A new third grade teacher was hired and her name is Sara Lee. She is coming to Markham from Harrison Park. Mrs. Garnett, Ms. Staples and Ms. Miller did interview for this position.

The day for the supply drop off/kindergarten social has been set for Monday, August 28, 2017. Mrs. Garnett is hoping that there will be some alum students that come and help and be tour guides that evening.

There will be free breakfast again next school year for all students.

Because Markham is a Title I school, Markham is getting two carts of 36 Chromebooks. Both Mr. Stafford and Ms. Staples get to keep the carts of tablets that they were using for the math pilots. The district is also giving four more Chromebooks for each care so they are full carts of 30.

Also with the Title I funding Mrs. Garnett is getting grades K-3rd Spatial Temporal (ST) Math and 4-5th will get the DreamBox Math licenses for next school year.

#### **Treasurer's Report - Kathy Jennings, Treasurer:**

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

Kathy presented the checking and savings account balances for May 2017. The checking account balance is \$63,673.26 and the savings account balance is \$19,219.03.

The Fun Run brought in over \$11,000 and our expenses were a little bit under and it looks like our surplus is over \$2,300 more than we had budgeted to make.

#### **New Business:**

##### Proposed PTA Calendar for 2017-18 - Kelly Skelton:

The calendar for next year looks pretty much identical to this school year, just mostly dates have changed. The biggest change is that the teachers and staff have agreed that the carnival can be move back to Friday night. So, that has moved to Friday, October 27th. Kelly will meet with Mrs. Garnett and Kathy Lippencott in the office and make sure our calendar doesn't conflict with anything on the school calendar. Kelly will also check with Mr. Truman about the dates of the Scholastic Book Fair. Kelly will also talk to Mrs. Garnett about possibly moving the Spring Concert/Global Village to a date in April instead of May.

Garden Gate Funding - Misty Plock:

No news at this time. Misty is still trying to get a hold of a contractor to come and give an estimate on the cost of installing a gate in the courtyard.

Spirit Wear Stock - Tricia Lewis and Heather Rawlins:

Heather went through and looked through our inventory and there are number of sizes that we are out of. Bringing every item up to five of each is around \$1,100. Alissa Maxwell motioned to spend up to \$2,000 to restock spirit wear in quantities determined by the spirit wear chairs. Ally Keo seconded the motion. The motion was approved by the membership.

Schoolhouse Supplies Online Program - Michelle Marsden:

On the back of the agenda is a brochure from Schoolhouse Supplies, this is not a PTA fundraiser, it is a fund raiser for Schoolhouse Supplies who supplies teachers throughout the district with supplies that they need. On our end all we need to do is supply our school supply list and we would need to distribute the supplies to the classrooms. The membership voted and approved to participate in Schoolhouse Supplies.

Cards for Ms. Boyle and Rachel - Michelle Marsden:

Michelle handed out cards for Ms. Boyle who recently got married and also a card for Rachel our PTA babysitter for the year for everyone to sign. The PTA also purchased a Starbucks gift card for Rachel as well as a thank you.

**Unfinished Business:**

Dr. Suess Day Funding Request - Michelle Marsden:

Ms. Truman this year hired the storyteller to come present to the students on Dr. Suess Day and she would like funds to pay for the storyteller next year. This was decided to be tabled until the June PTA meeting to find out additional information. Michelle followed up with Ms. Truman and found out that she paid for the storyteller out of the \$6,000 budget that was mandated by PPS. She won't have that budget next school year. Alissa Maxwell motioned to approve the request for \$750 for Ms. Truman to hire a

storyteller for Dr. Suess Day. Ally Keo seconded the motion. The membership voted and the motion was approved.

#### Chromebook Cart Funding Request - Michelle Marsden:

Mrs. Garnett made a request at the May PTA meeting for a Cart of Chromebooks for the K-2 grades. We tabled the request to wait and see if Mrs. Garnett was going to need funding for Imagine Learning licenses and Mrs. Garnett said no that she feels confident she has the money for Imaging Learning licenses and she would like to keep her request for the Chromebook cart. Marci Forbes motioned to approve the request to spend up to \$10,000 for technology. Joelle Alexander seconded the motion. The membership voted and the motion was approved.

#### Book Room Clean Out Project Update - Michelle Marsden:

The book room clean out that we voted to fund subs for last month has not occurred yet because the teachers could not all get subs on the day they originally chose. Michelle hasn't heard a new date yet.

#### Playground Mural Update - Michelle Marsden:

Michelle received an email from Ms. Huber with a picture of the conflict mural she is going to be painting on the playground, to help the students resolve their conflicts. Ms. Huber is moving forward that project. The membership had previously voted to fund up to \$150 for her supplies.

#### PPS SchoolPay Account Options for PTA - Misty Plock:

Misty Plock asked to talk about the PPS School Pay account we are setting up for the PTA to use. She is meeting with Kathy Lippencott on June 21<sup>st</sup> to set up our account and she asked that if anyone had something that they wanted to be added to SchoolPay to please email her with anything that should be added.

#### **Committee Reports:**

##### Hospitality - Joelle Alexander:

Teacher Appreciation week went very well. The teachers loved the fruit stand.

Markham Fun Run - Alissa Maxwell:

Our income from the fun run was \$11,593 and we still are collecting a little more money. Our expenses were lower this year because we had gift cards and ice cream gifted this year. It went really well. The two 5<sup>th</sup> grade classes are winning the two prizes. Ms. Golden's class ran the most laps and Mr. Morley's class collected the most money.

Markham Global Village - Michelle Marsden for Shannon Kandel:

It went really well, there lots of booths with really good food and it is running smoother each year. We had 12 countries this year.

Used Book Sale - Michelle Marsden for Linda McNamara:

The used book sale did not do quite as well as it has in the past. We made \$146.07. Susan Volz is going to be the new chair next year as this is Linda's last year at Markham. Thank you Linda!

Connect to Kindergarten - Michelle Marsden for Sarah Black:

We had a second round of connect to kindergarten, it was duplicate of the first event. It was held in the library. It was well attended. It will be up to the kindergarten team next year if they want to continue to do two events.

5th Grade BBQ - Joelle Alexander for Alyssa Pizzuti:

It went really well. Joelle Alexander is going to be taking over for Alyssa Pizutti next year. Thank you Alyssa!

Bike and Roll Month - Michelle Marsden for Julie Loveless:

It went really well. Julie Loveless is looking for a replacement for next year.

Field Day - Kelly Skelton:

It was great there were a couple new games this year. The weather was perfect.

Yearbook - Ally Keo:

We had 41 yearbooks donated. We voted to spend up to a \$1,000 to cover the cost of the 5<sup>th</sup> grade class and each classroom teacher to get a yearbook. We are at \$543.50, that was our out-of-pocket expenses for the 5<sup>th</sup> grade and teachers. The yearbooks will be delivered on Monday, June 12, 2017.

Garden - Misty Plock:

The garden has been planted and the water sign-up for summer is almost full. Thank you to the 5<sup>th</sup>, 3<sup>rd</sup> and Kindergarten classes for planting in our garden!

Scrip - Christine Stonecliffe:

We made \$3,531.89 this year. Scrip orders for the summer will take place on July 10, 2017 and July 31, 2017.

Destination Imagination - Michelle Marsden:

Julie Worley will be taking Destination Imagination next year for Michelle Marsden, who is moving on to Jackson. At the first tournament, the metro tournament, Michelle was given the spirit of discovery and imagination award. Amazing job and thank you Michelle!

Event Volunteer Requests - Alissa Maxwell:

We need chairs for the following PTA events, Bike and Roll Month, Green Team, Backpack Bulletin Assembly, Student Directory, and Food Drive. Ally Keo has agreed to take on a new role for us which is coordinating restaurant fundraiser for us and try to do those about once a month. The decision was made to just focus during the months that school is in session and not during the summer months.

Backpack Bulletin - Michelle Marsden for Jennifer Wisler:

Submissions are due tomorrow, June 8<sup>th</sup> and the last issue of the month will come home on the last day of school, June 15, 2017. Send your email submissions to: [backpackbulletin@gmail.com](mailto:backpackbulletin@gmail.com).

### Thank You's and Awards - Michelle Marsden and Alissa Maxwell:

Michelle Marsden presented a Silver Award from Oregon PTA for increasing our membership by 50% this year.

Michelle read a couple of thank you's from Ms. Johnson and Ms. Boyle to the PTA membership.

Alissa Maxwell presented our graduating 5<sup>th</sup> grade amazing parent volunteers, Marci Forbes, Kathy Jennings and Michelle Marsden with flowers and cards. Thank you for your many years of volunteering and service Marci, Kathy and Michelle. We will miss you!

### **Announcements:**

Please check Lost & Found on your way out tonight

All library books due this week

Mr. Erickson needs all recorders and band instruments returned

### **Schedule of Upcoming Events:**

- 6/14 5th Graders v. Staff Volleyball Game at 1:00pm
- 6/15 5th Grade Promotion at 1:00pm in the Auditorium
- 6/15 5th Grade Clap Out at 2:45pm
- 6/15 Last Day of School
- 7/11 Summer Scrip Orders due to Christine Stonecliffe
- 8/1 Summer Scrip Orders due to Christine Stonecliffe
- 8/19 Multnomah Days Parade
- 8/26 PTA Work Day at 9:00am in the Art Room (tentative date)
- 8/28 New Teacher Meet & Greet/School Supply Drop-off/Kindergarten Welcome at 4:30pm
- 8/30 First Day of School for 1st - 5th Grade
- 9/5 First Day of School for Kindergarten

Meeting adjourned at 7:53 p.m.

PTA Event Dates 2017-18 - Sheet1

MONTH	EVENT	PROPOSED DATE	
August	Multnomah Days Parade	Saturday, 8/19/2017	
	Community Care Day (Markham grounds clean-up)	Saturday, 8/26/2017	9am to noon
	PTA Work Day	Monday, 8/28/2017	9am-1pm
	Kindergarten Welcome	Monday, 8/28/2017	4:30-6pm
FIRST DAY OF SCHOOL (1st - 5th)			
September	FIRST DAY OF SCHOOL (Kinders)	Wednesday, 8/30/2017	
	PTA meeting	Tuesday, 9/5/2017	
	Back-to-School Night	Wednesday, 9/6/2017	
	PTA 101 Meeting	TBD	
	School Pictures	TBD	
October			
October	PTA meeting	Friday, 9/22/2017	
	Walk & Bike to School Day	Wednesday, 10/4/2017	
	Walk & Bike to School Day	Wednesday, 10/4/2017	
November			
November	Carnival	Friday, 10/27/2017	
	Picture Retakes	Wednesday, 11/1/2017	
	PTA meeting	Wednesday, 11/1/2017	
December			
December	Scholastic Book Fair	11/27-12/1/2017	
	Grandparents & Special Friends Day	Friday, 12/1/2017	
	PTA meeting	Wednesday, 12/6/2017	
January			
January	PTA meeting	Wednesday, 1/3/2018	
	Pennies for Peace	TBD	
February			
February	PTA meeting	Wednesday, 2/7/2018	
	Kinder Round-Up (Connect to Kindergarten)	Thursday, 2/8/2018	6-7:30PM
	Auction	Saturday, 2/24/2018	
March			
March	PTA meeting	Wednesday, 3/7/2018	
	Second Wind Food Drive	TBD	
April			
April	PTA meeting	Wednesday, 4/4/2018	
	Markham Fun Run	Friday, 4/27/2018	
May			
May	PTA meeting	Wednesday, 5/2/2018	
	Walk & Bike to School Month - Every Wednesday	Wednesday, 5/2/2018	
	Markham World Tour (Spring Concert, etc.)	Thursday, 5/17/2018	
	Markham's Global Village & Used Book Sale	Thursday, 5/17/2018	
	Kinder Welcome Night (Open Classrooms)	Thursday, 5/24/2018	6:30-7:45PM



PTA Event Dates 2017-18 - Sheet1

June	PTA meeting	Wednesday, 6/6/2018
	Field Day	Friday, 6/1/2018
	The Big Thank You (tentative)	Friday, 6/1/2018
	Last Day of School	Wednesday, 6/12/2018

## Markham PTA Meeting Agenda – June 7, 2017

<u>Introductions</u>	6:30PM
<u>Preliminary Business</u>	
Approve May meeting minutes	2 minutes
Additions/changes to this Meeting Agenda	2 minutes
<u>Principal's Report</u>	10 minutes
<u>Treasurer's Report</u>	2 minutes
<u>New Business</u> -	20 minutes
Proposed PTA calendar for 2016-17 – Vote - Kelly Skelton	
Garden gate funding – Misty Plock	
Spirit Wear stock – Vote – Tricia Lewis & Heather Rawlins	
Schoolhouse Supplies Online Program – Michelle Marsden	
Cards for Ms. Boyle & Rachel	
<u>Unfinished Business</u> - Michelle Marsden	10 minutes
Dr. Suess Day funding request – Vote	
Book room clean out project update	
Playground mural update	
<u>Committee Reports</u>	
Hospitality – Joelle Alexander	2 minutes
Markham Fun Run – Jennifer Wisher	5 minutes
Markham's Global Village – Shannon Kandel	2 minutes
Used Book Sale – Michelle Marsden for Linda McNamara	2 minutes
Connect to Kindergarten – Sarah Black	2 minutes
5 <sup>th</sup> Grade BBQ – Alyssa Pizzuti	2 minutes
Bike & Roll Month – Julie Loveless	2 minutes
Field Day – Kelly Skelton	5 minutes
Yearbook – Ally Keo	5 minutes
Garden – Misty Plock	2 minutes
Scrip – Christine Stonecliffe	2 minutes
Destination Imagination – Michelle Marsden	2 minutes
Volunteer Requests for 2017-18 – Alissa Maxwell	5 minutes
<u>Announcements</u>	2 minutes
Please check Lost & Found on your way out tonight	
All library books due this week	
Mr. Erickson needs all recorders and band instruments returned	
<u>Schedule of Upcoming Events</u>	2 minutes
6/14 – 5 <sup>th</sup> Graders vs. Staff volleyball game at 1PM	
6/15 – 5 <sup>th</sup> Grade promotion at 1PM in the auditorium	
6/15 – 5 <sup>th</sup> Grade clap out at 2:45PM	
6/15 – LAST DAY OF SCHOOL!	
7/11 & 8/1 Summer Scrip orders due to Christine Stonecliffe	
8/19 – Multnomah Days Parade	
8/26 (?) - Markham grounds clean up	
8/28 – PTA Work Day at 9AM in the Art Room	
8/28 – New Teacher Meet & Greet/School Supply Drop Off/Kindergarten Welcome at 4:30PM	
8/30 – First Day of School for 1 <sup>st</sup> – 5 <sup>th</sup> graders	
9/5 – First Day of School for Kindergarteners	