

**Markham Elementary PTA
PTA Meeting Minutes
Portland, OR
January 6, 2016**

The membership meeting of Markham Elementary School was called to order in the Library of our school at 6:30 p.m., on Wednesday, January 6, 2016, by President, Michelle Marsden. Proper notice was given to all members through the district calendar, school newsletter and reminder flyers. 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:

- Minutes from the last PTA meeting (on December 2, 2015) were presented by Michelle Marsden. Joelle Alexander motioned to approve the minutes. The motion was seconded by Eliza Bailey and the minutes were approved.
- The agenda for this meeting was presented by Michelle Marsden. (**Attachment B**). There were no additions to the agenda.
- Michelle presented a new meeting procedure request at the December 2, 2015 meeting. She would like members who are giving a report or who are on the agenda to stand up when they present to the membership. Joelle Alexander motioned to not stand while presenting a report. The motion was seconded by Jessica Christiansen and it was voted by the membership and it was approved to not stand while presenting a report.

Principals Report:

Principal Mrs. Shawn Garnett:

- We received our .5 for tech. Mrs. Garnett is starting interviews on December 3, 2016. It happens to be with someone who was a former student teacher, Kyle Kertay, he was a student teacher in Ms. Johnson's kindergarten class. He is a certified teacher and very knowledgeable in technological skills. I'm saying all this about him because it is someone we know and he's highly interested. It was put up on the PPS job posting site throughout Winter Break and there were only two people who applied. Mrs. Garnett put feelers out through the Southwest Neighborhood Association with Will Fuller. It is a half time position and the way it will work with Ms. Daviso who was using the following schedule: all day Monday, Tuesday and Wednesday morning was library and then Wednesday afternoon and all day Thursday and Friday was tech. So it will be very easy to fill him in. The other piece that Mrs. Garnett is working on is Ms. Daviso will still be full time and what Ms. Daviso will do with that time is support our cap, which is our comprehensive achievement plan which has to do with reading and math. Those are two of our big goals. She would work with the literacy piece. How that looks right now Mrs. Garnett

does not know, they are still working on that piece.

- Jessica Christiansen brought up with Mrs. Garnett the current bus situation, including small children getting dropped off blocks from home. She let people know on Facebook that as they are sending complaints to the Transportation Department they should also copy Mrs. Garnett so that she can be informed for the situation.

Treasurer's Report:

- Kathy Jennings, Treasurer, presented an Income & Expenses Compared to Annual Budget as of December 31, 2015 (**Attachment C**).
- Kathy shared the balances of the bank accounts. We have \$19,205.45 in the money market account and \$29,390.00 in the checking account.
- Kathy asked two non-board PTA members to review the December 2015 checking and savings account statements and reconciliations. John Kern and Marci Forbes reviewed.

Unfinished Business:

- The Directory is almost done except for a few edits and it should be sent home shortly.

Schedule, Events & Announcements:

1/9 – White Wine shower at the Johnsons' from 6-9PM

1/11-1/29 – Pennies for Peace (tentative)

1/15 – Sharing with Shawn at 9AM

1/21 – PTA Clothing Closet – Markham's assigned shift 9:30-1:30PM

1/21 – Backpack Bulletin Assembly in the Art Room at 1PM

1/21 – Family Literacy Night from 6-7:30PM

Committee Reports:

- Auction - Jessica Christiansen
 - There are handouts being passed around, we need stuff for the classroom baskets. If the coordinators have only sent their flyers home once, they should send another flyer home again for donations.
 - Alyssa Pizutti has been working very hard on donations. We received a check from OnPoint Credit Union with a \$500 check for auction expenses. We have received Disneyland tickets.
 - We are still looking for Board parties.
 - Buy your tickets!
 - Set up will be from 9:00 a.m. to 12:00 p.m., or until we are done the morning of the auction. If you are able to help with transport meet at Jessica's house the morning of the auction.

- The 2/15 auction prep will not be an advertised event. It is more for people who have helped in the past and knows the process.
 - We still need volunteers to work the night of the auction. If they volunteer they get time to eat and shop and they don't need to buy a ticket.
 - Michelle asked a question if the paddle raise is going to go towards field trips again this year. There is a lot of money left over that is not used by the teachers. Some of the teaching staff like the Scholastic News and what we said last year is that the money could go towards field trips or classroom funds and it would be the teaching team decision.
- Connect to Kindergarten - Joelle Alexander
 - Joelle is still looking for a co-chair for this event. The dates are February 4, 2016 and February 25, 2016.
 - Joelle will send out a sign-up for volunteers to help both nights of connect to kindergarten. The first night is answering questions, shaking hands and directing people to the auditorium. The second night is also answering questions and directing people. Kids are allowed to attend the second night.
- Pennies for Peace – Alissa Maxwell
 - It will start on January 11, 2016, tentatively. Alissa is still looking for somebody else to help. At the end of the meeting Alissa changed the start date to January 13, 2016.
- Event Chair & Volunteer Requests – Alissa Maxwell
 - There is a new Winter/Spring volunteer form that is going to be sent out school wide. Alissa asked Mrs. Garnett if it was possible for the flyer to go home in backpacks this week because the backpack bulletin will not be going home until the end of the month. Mrs. Garnett said yes. Food drive will be added to the form.
- Art Cards – Angelene Parr
 - The projected profit was \$1,500. Angelene had down that we made \$1,733.07, so we are \$233.07 above what we budgeted.
- Destination Imagination – Michelle Marsden for Julie Worley
 - The Destination Imagination Tournament is on March 5, 2016, in Wilsonville. If you have a student on a team you will probably be receiving an email from their coach about volunteers. If you have a student in K-2nd grade they need one half day volunteer. If you have a student in 3rd-5th grade they need one half day volunteer and also a full day volunteer. So please watch out for emails from the coaches.

- Backpack Bulletin - Jennifer Wisher
 - Submissions due on January 13, 2016.

- Scrip - Christine Stonecliffe
 - We have one Chinook Book left.

- Green Team - Natalie Loomis
 - Natalie is planning to start the lunch time meetings with the kids on Monday's. She is going to set herself up on the cafeteria and maybe Mrs. Garnett could say something about what Green Team is and the students that are interested can come up and sign a pledge.
 - Starting February 1st, Natalie is going to start working with the younger grades first.
 - Our Oregon Green Schools certification is expiring soon. What we need to do is a waste audit to be recertified. It would be after school one day. We have to save the classroom garbage from one hallway. There would be no more than 9 students.

Other Business:

- WPPNA Food Drive for Markham and Jackson from 1/15 to 1/17. Benefits food backpack program at both schools. Drop off at 4035 SW Comus St. between 8 AM and 8 PM