

Athey Creek Middle School PTSA
General Meeting
Friday, Dec. 1, 2017 at 9:30 a.m.
Held in the ACMS staff room

Call to Order (*Jennifer Tabor*)

President Jennifer Tabor called the meeting to order at 9:31 a.m. and thanked everyone for coming – 9 members attended and quorum was met.

Principal's Report (*Caitin Klenz, Assistant Principal*)

- Turkey Trot was a fantastic success – teachers and students did a great job. It was good to have smaller groups of students is some of the feedback they're receiving from teachers.
- They are planning a field trip – the class who made the most money will take a "big check" to present. There was close to 5,000 lbs. of food donated to the food pantry. The top class (who had the most food) will be going to the food bank to volunteer and they are excited about this.
- Teachers are anticipating no snow.
- Mentioned formative assessments (DOK).
- Early release next Wed. will be teacher led.
- Two days of professional development during Thanksgiving week.

Approval of Minutes

Nicole Rusk moved that the Nov. 3, 2017 general meeting minutes be approved*, it was seconded, and they were approved unanimously. *Bethany Wurtz noted one change will be made – adding the word "fiscal" to the motion.

Board Reports

President's Report (*Jennifer Tabor*)

- Reminder to use Amazon Smile, so our PTSA receives funds.
- Directories are done – thanks to Amy Connor for getting these completed.
- Garage Sale – VP Jen Drew and Victoria O'Kain are going to co-chair Tuesday morning drop-offs (first one is 12/12 from 8am-9:30am). Pres. Tabor will chair the Saturday morning drop-offs (first one is 1/6, either 9-11am or noon), and is looking for a co-chair for this.
- Looking for a chair to organize Craigslist items.
- The sale will be at the end of April 2018, and lots of volunteers will be needed – sign-ups will be through the website.

Vice President's Report (*Jen Drew*)

- Garage Sale – first drop is 12/12 from 8 – 9:30 a.m. Containers will be delivered next week. We're looking for boxes for sorting.
- Tables needed – Kim Jordan and Jennifer Tabor will provide these.
- Jan. drop-off will be 1/6 from 9-11 a.m.
- Need a Chair to organize Craigslist items.
- Need Co-Chair for Sat. drop-offs (there are 4 of these).
- Parent Social ended up raising money – now we have about \$1k for the spring social.
- Jen is looking for someone to coordinate a spring parent social. Maybe at Lake Theater? Jennifer will inquire there.
- Jen Drew's email is atheyptsavp@gmail.com

Secretary's Report (*Bethany Wurtz*)

- Please sign the sign-in sheet (see attachment).
- All of the training was completed, all of the forms and paperwork have been submitted to Oregon PTA, so we continue to be a PTSA "Unit in Good Standing" for another year – thanks to everyone on the Board who played a part in this.

Treasurer's Report (*Nicole Rusk*)

- An updated 2017-18 Treasurer's Report covering 7/1/17 – 6/30/18 was distributed (see attachment) – she marked it "preliminary" as a few numbers will change due to the first of the month and when the bank processes items.
- Nicole mentioned a few items on the handout including Turning Point (a few more bills), ping pong table, and student store (will have 2 signatures – the person working at the store and Nicole's).
- Tax filing is complete, and it was less expensive than the prior year's.
- Nicole and Laura Greyerbiehl completed the annual fiscal audit (on the prior year's budget/finances). There were a few recommendations for improvement including that there will be two signatures on checks. Everything looks good and balances.
- Jennifer Tabor made a motion to approve this year's annual audit, it was seconded and approved unanimously.

Membership Report (*Patty Caveney*)

- There are 152 PTSA members this year, includes parents and teachers. May adjust this number slightly.

Volunteer Coordinator's Report (*Bobbi Kelly*)

- Bobbi could not attend the meeting, so Jennifer Tabor asked for her if people could please continue to volunteer for events.

Committee Reports

Back-To-School Dance (*Laura Greyerbiehl*)

- Laura could not attend the meeting, so Jennifer Tabor reported that there are two dances coming up – Feb. 9 and May 4.

TASA “Teacher and Staff Appreciation” Meals (*Rachel Stevenson*)

- Rachel reported the upcoming meal will be “holiday appetizers” and she’ll send information soon asking for volunteers. In January, there will be a brunch.

Student Store (*Kim Jordan*)

- Kim reported that our volunteers for the store are awesome.
- There have been some schedule changes, so they’ve worked through those. They’re trying an online volunteer schedule.
- Discussion surrounding “the vault” – money that volunteers work with so they have enough change for the students. There are “vault forms” that need to be filled out.

Parent Education (*Elaine Cozart*)

- Elaine could not attend the meeting, so Jennifer Tabor reported that she and Elaine met recently. We are likely going to present the movie Screenagers – it’s for kids and adults. There is a cost involved, but there are different options. They’re considering getting another middle school involved to help with cost, and are trying to make it free (not charge per person).
- The WLWV Foundation also has their current HOT Campaign going where anyone can donate in honor of a teacher/s.

PTSA Website (*Tracy Gilday*)

- Tracy could not attend the meeting, so Jennifer Tabor reported that both websites (old and new) are up – new is AtheyCreekPTSA.com.
- Jennifer also mentioned we are grateful to Tracy for all of her hard work – she’s put in many hours developing the new website.

New Business

- Jennifer Tabor mentioned that early release will be on 12/6.
- She mentioned the two drop-offs for the garage sale – 12/12 from 8-9:30 a.m. and 1/6 from 9-11 a.m.
- Winter break for students will be Dec. 18 – Jan. 2.

Adjourn

With no further discussion, the meeting was adjourned by President Jennifer Tabor at 10:10 a.m.

Attachment A: Sign-in sheet

Attachment B: PTSA Financial Report 7/1-6/30/18 from Nicole Rusk

Date Minutes Approved: _____

President: _____

Secretary: _____