



IH PTSA BOD Meeting

Wednesday, September 12, 2018

Issaquah School District Administration Building

Approved as presented 11/16/18

Our PTSA Mission

To expand educational opportunities and enhance the learning and social environment at IHS through programs, volunteers, advocacy, and financial support.

The meeting was called to order at 10:30 am by Pamela Krueger. A quorum was present.

In attendance: Pamela Krueger, Sara Carmichael, Blyth Claeys, Wendy Maruchek, Valerie Yanni, Tracie Jones, Satnam Purewal, Kristin Brennock, Lisa Bishop, Nicole Garcia, Victoria Evans and Kim Wilkinson.

Pamela Krueger provided welcoming comments to all. Thank you for attending the board retreat, August 29, 2018 10:00am-12:00pm at the Boardroom of the Meadow Creek Business Center.

Pamela reminded everyone to wear their name tags at meetings. For those who would like, Kristin Brennock will hold name tags between meetings.

Completed IH PTSA Activities and Events

New to IHS Night:

Pamela reported that the evening was largely a success. They are thinking on new ideas for next year. Possibly more programs, better signage for tours and provide handouts. People were eager to take handouts home.

Staff Luncheon:

Nicole Garcia provided a summary. Staff enjoyed the luncheon. Provided lunch for 172 staff members. Budget of \$2000. For next year they are looking into other ways to provide the food. At the luncheon Kim collected membership payments from teachers. 36 teachers have become members so far. Because the luncheon was the teacher's first day back at school, it may be a little early to ask for membership. Consider waiting until the first staff meeting for the membership push.

Picture Day:

Picture day was back to one day this year. Changes were being made up until the last minute, but felt the communication with Mary Adkins (chair) was good. Volunteers felt like it went smoothly. It was nice not having paperwork to organize. Mary Adkins will provide a write up summary.

Textbook checkout:

Victoria Evans reported that the day ran smoothly. Volunteers enjoyed themselves. Librarian does a nice job of organizing before volunteers arrive. Lisa McGowen has done this event for many years, but this was her final year. Lisa maybe has a volunteer successor. We are looking for a volunteer for next year and working on a write-up.

Curriculum Night:

Wendy Maruchek put out water and granola bars. All were eaten. Pamela Kruger talked with people all night. Wendy had a nice board to present PTSA activities. We need to think about if we want to turn this into a regular event.

IH PTSA 2.6.45 Page 1 of 3 BOD Meeting Minutes

Budget:

Budget review committee met August 27, 2018. In attendance were Wendy Maruchek, Sara Carmichael, Pamela Krueger, Elizabeth McIntyre, Victoria Evans, Valarie Yanni and Blyth Claeys. Pass the Hat is down this year. To date only \$25,000 in donations compared to previous year of \$40,000. Pass the Hat down ~40%, membership down ~13%, however the Angel Fund is up ~2%. We have \$25,000 in cash. We are going to use \$15,000 this year and save \$10,000 for next year, just in case we run into the same scenario. The budget committee was able to make cuts to the budget. Cut the summer school line item, because we no longer need to contribute. Cut student snacks in half. Made several little cuts. Volunteer appreciation was cut. There is no VIS mailing this year. There is an added line item for Facility Fees, which is new this year. College and Career: College Planning 101 is a item we can keep in mind for future increased funds. Would like to add a second night which would need \$200 plus \$120 for janitorial fee. We are deferring decision until a later date and watching what happens with Pass the Hat going forward. The college events are a great membership benefit and is important to members.

College and Career Night:

It is a nice event for families to learn about opportunities. We are cautious about taking on as a PTSA. This has been put on by the career center but have been going back and forth with Charolett about whether or not they can pull it off this year. How important is it for PTSA to be involved? Pamela and Wendy will meet with Charolett in the College and Career center to get feedback about what they need. PTSA feels we can provide minimal support in the Fall, but potentially more in the Spring.

Staff Bio updates have been completed

Membership Drive:

Kim Wilkinson reported we are at 75% of full membership. Noted that every time information about membership is sent out new members have been joining. We are adding little by little. A suggestion was made that we put something out that shows exactly what the PTSA does at the school. Pamela and

Wendy to put together this information. Kim and Blyth will work on a targeted list. Also mention membership at the staff meeting.

ACT/SAT practice exams:

Dates are coming up, September 15th. There are 50 students registered (32 SAT, 18 ACT) There are 2 test proctors plus Jamie Beck. Neelu's help has been great. Jamie feels like she has support.

New Family Coffee:

Upcoming event Thursday Sept. 13th. Everyone welcome to come. There is an event at Capri Cellars on Sept. 27th in the evening. Everyone welcome to come and help welcome new families. They hosted a bowling event. There were 11 kids in attendance, several moms and ambassadors stayed for lunch.

Open Chair Positions:

Staff Lunches (email Nicole Garcia with names). Christy Otley will do Staff Appreciation again this year. Need Snacks Chair. Advocacy is open (Kim Wilkinson has an idea.) Looking for two people to help with Healthy Student. Family Engagement would also like two more people. Pamela will take ownership of final roster. Send any names of new people to Pamela.

Outreach Efforts:

Valarie is working to form a Family Engagement committee; Marisa Garcia Struck and Valerie Yanni are meeting with family liaison. Valerie is also meeting with council to get an idea on what they should be doing. Currently talking about events they can be doing and looking for volunteers to help with specific communities.

IH PTSA 2.6.45 Page 2 of 3 BOD Meeting Minutes

Family Partnership Meeting:

ISD Family Partnership Event-Family Access Help on Sept 18 at Maywood Middle and Sept. 19th at Issaquah Valley Elementary. Starts at 6:30pm both evenings. Another event on Oct. 3rd - What Every Parent Wants to Know about ISD. Valerie is planning to go to absorb information.

Legislative Assembly Participation:

Chance to go help form the legislative agenda and give feedback from PTSA. It is a chance to get a flavor for where legislation is going on education and what PTSAs roll can be. This year it is being held October 20-21 at Green River College. You just need to be a PTSA member to attend. PTSA Presidents need to designate a representative.

Program Updates:

Angel Surveys are not being done at this time. Last year 50% of students knew about the program. They are working on reaching out to volunteers and community.

Reflections: They are looking to promote in a slightly different way this year. They are working to update information and get flyers out. The reception is in November and may happen during Nest time at school. Reflections may look a little different this year. Lisa Bishop will be the contact going forward.

October Grant Cycle: They are thinking about a communication strategy. The Staff received flyers in their boxes. Pamela and Wendy will check with Andrea about attending a staff meeting and making a presentation.

Healthy Student Committee: The committee is still working to figure out what the focus will be this year. Thinking the program needs more definition before reaching the committee chairs so they can be given direction. Feels like the program needs input from the administration. Victoria and Valerie will meet.

Review of Mission Goals & Standing Rules: Mission Statement and Goals were reviewed. The board is going to leave them as presented. Standing Rules: There is one revision due to state requirements. There is a desire to make Outreach focus separate from Programs. If we are adding a VP of Outreach we need to make a change in the Standing Rules. The board wishes to make the change now so we are ready moving forward. Standing Rule #9 will be changed to add VP of Outreach.

Family Survey for October Night time GMM: We need a single question to ask our community for the coming year. What can we do to improve community outreach? Healthy Student question? College and Career planning? What does PTSA provide?

GMM: First General Meeting is Sept. 21, 2018. Potential agenda items are on the back of BOD agenda. We are looking for ideas as to how to pull people into the meetings. Get agenda items to Kristin Brennock by Sept. 14th. VPs let Pamela and Wendy know if you plan to make a thank you so presidents don't thank them ahead of time. Whether the VP says the thank you or the Presidents is up to the VPs to decide. Pamela and Wendy would like to have a greeter for the GM meetings. Pamela passed a sign up around. Greeter is to arrive by 9am and welcome new members.

Minutes were submitted and approved as submitted.

Adjourned: 12:00pm