

Clyde Hill PTSA General Membership  
Meeting Minutes  
2.3.27

Approved Date: \_\_\_\_\_

Approved By: \_\_\_\_\_

**Date:** October 28, 2008

**Attendees:** Lisa Brock, Suzanne Santora, Laura Blanch, Jiffy Yeatts, Diane Korotkin, Stephanie December, Nikki Adams, Lisa Aronovitz, Ellen Epstein, Jane Zakskorn, Holly Westerberg, Michelle Gretsck, Lia Mancuso, Kelly Suter, Chris Lang, Cindy Smith, Sarah Burgess, Jen Benson, Beth Hamilton, Dana Cruver

**Meeting called to order:** at 6:35pm by Lisa Brock

**Agenda – Lisa**

- 6:30 Call to Order – Lisa Brock
- 6:30 Introductions & Welcome – Lisa Brock
- 6:32 Approval of Minutes – Suzanne Santora
- 6:35 Changes to and Approval of Standing Rules – Suzanne Santora
- 6:40 Changes to and Approval of Budget – Diane Korotkin
- 6:55 Principal’s Report – Jen Benson
- 7:05 Guest Speaker – Sarah Burgess, Resource Room
- 7:15 Guest Speaker – Beth Hamilton, Curriculum Web
- 7:25 New Business
- 7:30 Adjourn

**Introductions & Welcome – Lisa**

Lisa introduced the Executive Committee, welcomed and thanked everyone for attending our first General Membership meeting of the 2008-2009 school year.

**Approval of Minutes – Suzanne**

Suzanne highlighted the minutes from the last General Membership meeting which was held May 27, 2008. Jiffy moved to approve the 5/27/08 minutes. Michelle seconded and all present agreed.

**Changes to and Approval of Standing Rules – Suzanne**

Suzanne highlighted changes to the 2008-2009 Clyde Hill PTSA Standing Rules. Key changes include; identifying the Finance Officers, adding President-Elect position to the elected positions of the Executive Committee, clarifying votes for co-positions, identifying who should sign financial documents, procedure for approval of budget changes over \$1000, maintaining PTSA funds and adding verbiage for membership dues. Jiffy moved to approve the 2008-2009 Clyde Hill PTSA Standing Rules. Diane seconded and all present agreed.

**Changes to and Approval of Budget – Diane**

Diane discussed changes to our budget with regard to the Science Fair, Homework Club and Academic Challenge. Diane explained a recommendation to increase the start-up fund for staff members from \$200 to \$250 per person per year. Jiffy moved to approve the increase. Cindy seconded and all present agreed.

**Principal’s Report – Jen**

Jen reiterated one of her goals of open and continuous communication, keeping families and teachers informed. Communications from Jen include; principal newsletters and principal coffees. The next coffee is November 19<sup>th</sup> at 8:15am. Jen encourages and welcomes feedback. Nurse: We have limited use of our school nurse so we’ll need to supplement with volunteers. There will be a training held for volunteers on Monday, 11/3. Campus Changes: Jen highlighted some changes to increase safety which include morning line-up (tardies down 50%) and keycard access system for the new gym which will be implemented soon. There is a new procedure for lunch line-up to decrease the noise in the hallway by the gym. Jen thanked the PTSA for the increase in funds for the homework club which currently services approximately 70 (3-5<sup>th</sup> graders). There are 3

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certificated staff members there which increase the instructional time. Since Clyde Hill is not a Title I school, only through PTSA are we able to fund math and literacy facilitators. Jen and staff are still seeking feedback on Math Expressions in order to design math nights.

#### **Resource Room – Sarah**

Sarah delivered an overview of the Clyde Hill Resource Room. Demographics include approximately 26 students who receive assistance in academic, social, behavior, occupational therapy, physical therapy, or speech & language therapy. Sarah explained how the PTSA can help. (1.) Need funds to hire a para-educator. We have 4 para-educators but due to cuts in funding, the 4<sup>th</sup> para-educators' hours have been cut. (2.) Volunteers are needed for classroom support. Sarah and Jen will provide training for volunteers. (3.) Funding for materials; they are in need of timers, floor chairs, rewards & student materials. There was discussion on how to communicate to parent community about the Resource Room and their needs.

#### **Curriculum Web – Beth**

Beth delivered an overview of the BSD Curriculum Web which included a demonstration of the website. There was discussion on how to get the parent community educated on the website. Possible ideas include; math night, parent conferences or small group workshops by grade level.

#### **New Business**

There was no new business.

Meeting was adjourned at 7:50pm by Lisa.