

**PTA Executive Board
Meeting Minutes
October 12th, 2016**

Attendees

Principal - Pamela VanDerWolf
Vice Principal - Britt Kuether
Vice Principal Chapman @ The Ramona - Diana Kruger
PTA President - Christy Marten
PTA Vice President - Helen Shum
PTA Secretary - Sarah Groom
Treasurer/Membership-Morgan Nystrom
Treasurer-Elect - Dania Cook
Auction - Veery Harper
Chapman Foundation Grant Support - Pramela Reddi
PTA Teacher Representative - Anne Williams
Room Parent Coordinator - Shaunna Levy
Ramona Representative - Emily Price
Outreach - Monique Eldridge
Ramona Representative - Molly Porter
Nicole Mather

Principal's Report — Pamela VanDerWolf

- Comprehensive Achievement Plan is in progress. A State requested survey where both parents and teachers are asked for their input. An email will be send out soon. The survey will take approx 20-30 minutes to complete.
- Reading Results evaluation is near completion.

Treasurer's Report - Morgan Nystrom

- Please see attached Treasurer's Report for complete details.
- 2016/17 budget approved by the board.
- Note regarding company matches: It is up to individuals to speak to their employer to enable the match. Treasurer is unable to partner the money from companies with the contributor. Its up to individuals to check whether the match is in place.
- Emergency Preparedness: A Safety Committee is in place. The purchase of supplies can commence. Britt to include the Ramona and report back to the Board.

Friends of Chapman / Committee Reports

Chapman Foundation

- We now have 12 banner sponsors - Kemper Law banner went up last week, still waiting for a logo for the last banner..
- Submitted application for NWNW grant for 3000sf playground on north side of building. Will be submitting for additional grants. Auction Paddle raise to be for the playground. Hoping for approx 20k. Average cost: 3000sf of playground is \$180,000. We have 7500sf of area available, that would be almost \$400,000.
- Submitting for Whole Foods Garden Grant, Oct 31 deadline. Chapman is this quarters recipient of Whole Foods Bag it Forward program - approx. \$1500. Whole Foods has asked us to

put this toward safety, we discussed extending the fence along the sidewalk between Wallace Park and Chapman. Whole Foods is not having Taste of Thanksgiving this year.

- The Fit Project (non-profit) contacted Nici to discuss providing labor for a new fence (they work closely with Whole Foods). Could be garden fence or front fence. They have many resources we can tap.
- Salt & Straw will be presenting a check to Chapman within the next month for last year's Ice Cream Invention

Room Parent – Shaunna

- Almost all teachers have room parents allocated
- Discussion over last months question of sharing email addresses and the security/privacy rules. Agreed that at the start of the next academic year a form should be included in the back to school packets that asks parents if they mind their email addresses: an opt in or out scheme.

Auction – Veery Harper

- Posters are up, invites going home in school bags by Friday 14th.
- Procurement under way. Looking for wine donations, discounts or recommendations. This year for the first time the profits from alcohol sales will be coming back to Chapman.
- Looking for 75 bottles to be donated for the wine wall - approx 4 bottles per classroom. Shaunna to send an email for room parents to coordinate.
- Looking for volunteers, for the night and for clean up afterwards. Idea posed of a volunteer swop with other schools; we help out at their auctions, they can help at ours.
- Golden Ticket Raffle: 99 tickets at \$100 each. Two chances to win - if you don't get first prize you get automatically get second.
- Agreed there's a need to motivate Ramona families. Emily Price volunteered to be part of the Auction committee to help promote the auction with fellow Kinder families. Opportunities to promote at the bus stop at Chapman, morning drop off and at the Ramona at the end of the school day.
- Idea for the Kindergarten Room Parents to send an email with more information about the auction, maybe showing images of previous auctions and also samples of the kids art pieces. Also a welcoming note that each class has a table, encouraging participation in case anyone is intimidated and worried about coming without knowing anyone.

Ramona Report - Diana Kruger

- Construction pile driving due to start week commencing 17th October.
- If school stays at the Ramona during the drilling phase, idea being developed to bring the students to the main campus one day of the week.
- Hoyt have decided not to give any extra money to the school and are solely working on mitigating sound around the construction zone.
- Molly spoke at the PPS Board meeting. Spoke of concerns over long-term construction work and asked for a contingency plan to be drawn up. Trying to remove as much subjectiveness a possible from scenarios. Pamela and Diana assured that they will take immediate action if its felt that the children cannot remain at the Ramona for the duration of the pile driving. Congregation Beth Israel have assured that they will keep their free space available to Chapman is the need arises to relocate.
- Central office have assured Chapman that they will cover all costs incurred.

Old Business

School supplies - Helen Shum

- Rosie and Helen have almost finished facilitating the purchase of school supplies, fully covered by parent contributions. All worked out very well. Economically much better for families as the supplies can be ordered bulk, at a much reduced rate. Discussion about next year and continuing the initiative. A new facilitator needs to be in place to help to enable this to continue. If not, there are other non-profit organizations that could be used e.g. School House Supplies.

Swift Pizza Sales

- This year for the first time sales only happened on Fridays and Saturdays. Fridays proved most profitable. Agreed that next year we need to work on advertising. Felt most people plan ahead when they come to watch the swifts, bringing their own picnic as they haven't anticipated food being available. Merchandise also on sale. Ideas welcomed for next year.

New Business

- Board welcomes Monique Eldridge, our new Outreach Coordinator.
- Board welcomes Liz Davis, our Wordpress Guru.
- Dania Cook voted in as Treasurer Elect.
- Book Harvest: Tania Shaw to be organizing. From October 17th - November 10th.
- Swift merchandise will be on sale at the Ramona. Morgan to organize a new Square enabling purchases to be made by card as only able to accept checks at present.

TAG

- There is parent demand for a better TAG program and frustration has been expressed around the lack of communication about what is/isn't being done at the school. Helen Shum has set up a Chapman TAG Parent Group, for the purpose of sharing and discussing ideas, concerns and working to improve the program. A Committee is also to be formed and will work on researching options and help educate and implement programs. One of the committee's initial aims is to work with Rochella Farnand, the schools TAG coordinator and learn about what is currently happening in classrooms and the challenges faced by teachers.
- PTA to host a parent education night. Include speakers and relevant films. Looking to bring parents, teachers and administration together for greater understanding of Chapman's enrichment programs in way that's inclusive, equal and meaningful for all.

PTA lunch account.

- Spend is up from previous years. Looking to follow federal procedure regulations. Possibility of only needing a PTA lunch card at the beginning of the academic year when accounts are being set up. Britt to follow up.

After school classes -: Nicole Mather

- Question as to why there aren't more after school classes available. The Young Rembrandt's course was cancelled and currently no offering to K-2 grade.
- School is very open to hearing from companies interested in using space and offering an activity. Private companies have to go to the district and ask permission to approach. Chapman isn't a SUN School (Schools Uniting Neighborhoods). Morgan to pass on details for a possible ceramics class to Nicole and also Britt to see if there are any contacts from after school classes programs.
- Next General PTA Meeting Wednesday 16th November. Childcare cover to be investigated and budget for which to be looked into. Monique suggested EA's from Friendly House could help.