

VCES PTC Meeting 8/6/09, 6:30-8:30 pm, Ruby Tuesday

Attendees:

Sue Friesen, Meg Bishop, JoAnna Flynn, Bianca Nerenberg, Laura Schultz, John Lauerman, Danielle Tomich

Principal's Update – Ms. Friesen

- Enrollment good; still waiting on some payments
- Discussed details on new classroom locations for 5th/6th grades on the 3rd floor, and new location for the faculty room, PTC closet, and storage on the 1st floor.
- New parking rules beginning Sept 1st; no more parking by the rose bushes close to the school, need to park on 148th street; sidewalk will continue to be the drop-off spot
- Echoed the official school hours as communicated in the June Friday Folders: M/W/Th/F – 7:50-2:50; Tues – 7:50-2:00. Chess Club will be on Tuesdays.
- Class assignments will be sent in the mail on 8/25; questions on the phone will be addressed beginning 8/26.

PTC Constitution/Charter, PTC Mission for school year '09-'10 – Analizza Lambino (PTC President)

- Analizza shared the PTC Constitution (1st attachment) that was last updated in '06. The PTC term starts on June 1, and ends on May 31 the following year. Anybody can be with the PTC for a maximum of 4 years.
- Analizza flagged some items the PTC needs to revisit, potentially update, and put to vote in the future PTC meetings:
 - Should we broaden the Executive Council to include other program/event leads in addition to the grade reps? (Note: if we increase members in the Executive Council, the challenge here would be getting for a quorum for each meeting, and meeting the quota for votes).
 - School staff can provide inputs on potential PTC candidates.
 - PTC meetings occur on the 1st Thursday of each month.
- Team supports the '09-'10 PTC goals as suggested by Analizza:
 - Project VCES as a warm, welcoming, and fun community.
 - Celebrate our diverse multi-cultural backgrounds.
 - Raise \$55K to ensure continuance of key programs for students.
 - Create awareness among VCES constituency that we are part of bigger communities, and encourage support or involvement.
- The PTC is open to having two people in one position, example, "Co-Presidents", as currently stated in the Constitution.
- The '09-'10 PTC does not yet have a VP (still looking); also still looking for co-5th/6th grade rep since Viji & Srinand do not have a child in either grade, but had generously stepped forward to continue driving the Family Picnic after the Jog-a-Thon.
- **Decision:**
 - PTC meetings – since we had a quorum in this meeting, we decided to address request in previous meetings to move the PTC meeting to a different week since the School Board meeting occurs on the 1st week of each month. Team decided to change the regular PTC meetings to occur on the 2nd Tuesday of each month (instead of the 1st Thursday of each month); in cases where we have conflicts with another school event/activity or a religious holiday, we will meet on a different day same week, or the following Tuesday. **Hence, new schedule for PTC meetings for school year '09-'10 is as follows:**
 - 9/8 (Tues), 10/13 (Tues), 11/10 (Tues), 12/9 (Wed – changed because 12/8 is a religious holiday), 1/12 (Tues), 2/9 (Tues), 3/9 (Tues), 4/20 (Tues – 3rd Tues; auction week the week prior), 5/11 (Tues), 6/9 (Wed – 8th grade graduation on 6/8)

- The **Family Dine-Out** originally scheduled for 11/10 now needs to be moved because of the PTC meeting. (Jennifer Bly, please note.)
- Analizza also shared the updated list of Volunteer Opportunities (2nd attachment). Per Ms. Friesen, this will be included in the packet at 1st day of school.

Event / Program Updates

- Welcome to School Picnic & Volunteer Fair on Aug 27 – JoAnna Flynn (*Kindergarten rep*)
 - Picnic to be held at the playground is for returning and new families; flyers published in the June Friday Folders; more communication to come this month via the Friday Folder and e-mail blasts. Time to be updated to 5-7:30 pm, instead of 5-8 pm.
 - Picnic will be grand and welcoming; meant as a community-building event.
 - Will do name tags, and hand out the list of Volunteer Opportunities, etc. at the Welcome table. It was suggested that handouts be put in plastic bags or something so they do not get lost.
 - We will have 4 tents (Kinder, 1st/2nd grades together, 3rd/4th grades together, 5th/6th grades together), pizza/veggies/desserts, band from High School, short program w/ potentially Sr. Rita/Ms. Friesen/John Lauerman, plus games!
 - Volunteer fair will be in one section.
 - Will use the Eagle Gym as a backup venue in case it rains.
 - Next Steps:
 - JoAnna to contact Sr. Rita et al for the program, Jeff Gallagher re Eagle Gym as a backup venue.
 - Analizza to coordinate with all the event/program leads re participation/representation at the Volunteer Fair.
 - Laura/Analizza to get costing for plastic bags to put the handouts in; can be used at other PTC events, too.
- Mentor Family Program – Laura Schultz (*1st/2nd grade rep*)
 - Letter sent out to the new families; 22 replies so far out of 50 new families
 - We got 16 mentors to date. It was suggested that mentors wear special name tags at the picnic.
- Jog-a-Thon – Analizza Lambino, on behalf of Kelly Alfieri (*Jog-a-Thon Chair*)
 - No T-shirts this year; not enough sponsorships.
- Scrip – Sheryl (*Scrip Coordinator*)
 - Scrip will be very visible this year: (1) scrip will be sold at the Welcome to School Picnic, (2) Monday & Friday open sales at school, (3) will continue to sell Starbucks at pick-up time.
 - No more credit cards for payment; only cash or checks moving forward so we can save money and increase profitability.
 - Automatic bill pay from parents to scrip account is tough as Sheryl does not have access to account reports/statements to see if deposits have been made; as simple as possible is the preferred route at this point.
 - Participation in Scrip is voluntary; we cannot change this.
 - Sheryl requested for a computer at school that the scrip team can use to accept e-mail orders, and submit these. John Lauerman & Danielle Tomich from the Foundation suggested using a computer in the Auction office – Sheryl to follow up with this.
 - Sheryl requested that the Scrip form be included in the 1st day of school packet – need to follow up with Ms. Friesen.

Miscellaneous

- Faculty/staff lunch
 - PTC does sponsor this. Per Ms. Friesen, she already communicated Aug 24 to the faculty/staff; PTC to coordinate lunch at noon for 30 people.

- Suggested caterers: a restaurant on the scrip form, or Noodles & Company (they really want to partner w/ the school). Analizza to close on this with the team via e-mail week of Aug 10.
 - PTC will be there on Aug 24 to set up tables, etc. Note: Analizza will be on vacation at this time.
- Greeters / ushers on 1st day of school
 - Ms. Friesen likes the idea that we will have greeters/ushers on the 1st day of school, Sept 1.
 - It was suggested that greeters/ushers wear name tags, or something, so they are visible. We need to close details soon; Analizza will drive.
- Volunteer Sheet for Classroom Parents/Auction Project Coordinators – Danielle Tomich (*Auction Coordinator*)
 - Danielle Tomich presented a volunteer sheet to help solicit interest and volunteers for Room Parents/Assistant Room Parents, and Auction project Coordinators. Team liked how each of the roles was presented in the 1-pager document. Ms. Friesen supports including this in the letter on class assignment that will come out later this month.
 - Auction is on Apr 17.
- Capital Campaign Kickoff on Sept 3 and PTC involvement – John Lauerman (*SSMO Foundation Director*)
 - Capital campaign kickoff on Thurs., Sept 1 is a two-fold event. Activity in the morning is targeted at kids, while the evening event (~to start at ~6:45, or 7 pm) is targeted at parents, with wine & chocolate. John handed out the packets, and requested the PTC to help verbally promote the kickoff to help accelerate raising money for the new school.
- Use of magnetic name tags was suggested for use at various events; the PTC will check with Karen Crandal, but looks like this is a bit expensive.
- We will no longer have Pancake Breakfast before the Beaverton Parade – update from Laura Schultz.