

Pacific Cascade Middle School PTSA 2.6.41

Membership Meeting Minutes

**DRAFT**

Thursday, June 4, 2020

1:00 PM

Via Zoom

**Attendees:** Tracie Jones, Lisa Small, Tracy Drake, Jeff McGowan, Becky Foster, Minal Desai-Monga, Natasha de los Reyes, Melissa Stefani, Eloisa Tang, Lindsey Pinkston, Chelsea Musick, Joana Figueiredo, Lisa Deily, Jenny Juang, Kim Clarke, Amanda Rench

**Call to Order** Tracie Jones called the meeting to order at 1:03 PM. Tracie thanked everyone for coming and reminded them to sign in via the chat function. Proper notice of the meeting was given and a quorum was present.

**Principal Jeff McGowan**

* School items return will start next week, 6/8 – schedule has been published in eNews
  + Main entrance to school is still closed due to construction on Issaquah Fall City Road so parents will enter through bus entrance
  + Drop off tables will be lined up at the back of the school where the buses normally line up
* What the school year looks like next year is still TBD
  + Do expect to streamline platforms in the fall
  + Make sure you take the ISD survey if you have not already
  + ISD will provide guidance on buildings opening – it will be consistent across the district
  + Suggestion: More real-time interaction with teachers and peers virtually
* For new students (6th graders and transfers) PCMS will work on how to best introduce them to PMCS – lockers, layout, processes
  + Expect WEB program to take on a larger role this year to help new students
  + Suggestion: determine a way for the students to meet their teachers virtually at the beginning of the year if we cannot come into the building

**Secretary’s Report – Katie Brown**

* March GMM minutes approved as presented
* 2020 PCMS PTSA Awards
  + Tracie Jones and Jennifer Frederick were awarded Golden Acorn
  + Tracy Drake was awarded Outstanding Advocate
  + Kathryn Velloth was awarded Outstanding Educator

**Treasurer’s Report - Eloisa Tang**

* April and May income primarily from membership, donations and corporate matching
* April and May expenses from memberships fees and PayPal fees, convention fees, on-line meeting subscription, spring grants, donation to ISF Nourish Every Mind
* Financial results will be filed for financial review
  + Financial review will take place in July
* No claims against our insurance
* Bank statements have been reviewed (virtually) by a non-signer
* Annual Report filed with the State complete
* Charitable Solicitations renewal complete
* VOTE:  Current budget changes for 2019-20 PCMS PTSA Budget
  + Motion: To add Yard Signs, VIS Mailing and Virtual Conferencing lines to our budget this year
  + Motioned by: Eloisa Tang
  + Seconded by: Tracie Jones
  + Approved unanimously
* VOTE: Proposed 2020-21 budget **(see attached)**
  + Motion: To approve budget as presented
  + Motioned by: Eloisa Tang
  + Seconded by: Joana Figueiredo
  + Approved unanimously
* Bank Signers for 2020-21 (July 1, 2020-June 30, 2021) are: Amanda Rench, Tracie Jones, Lisa Deily, and Katie Brown

**2020-21 PCMS PTSA Nomination Committee Report**

* Election of Officers
  + Nominating Committee Report **(see attached)**
    - Nomination Committee: Lisa Small, Eloisa Tang and Tracy Drake
    - Placed the following names in nomination: Tracie Jones, co-President; Lisa Deily, co-President; Amanda Rench, Treasurer; Katie Brown, Secretary; Minal Desai-Monga, VP Programs and Events; Lisa Small, VP Volunteers.
    - All nominees were confirmed to have been a member of a PTA at for at least 15 days.
    - Proper notice of nominees was given.
  + No other nominations from the floor
  + Article 5, Section 6 of the WA State PTA Bylaws was reviewed
* VOTE: 2020-21 Officers: Tracie Jones, co-President; Lisa Deily, co-President; Amanda Rench, Treasurer; Katie Brown, Secretary; Minal Desai-Monga, VP Programs and Events; Lisa Small, VP Volunteers
  + Approved unanimously
* Other Board Members:
  + ASB: Natasha de los, Kim Clarke, and Eloisa Tang
  + Fundraising: Natasha de los Reyes, Kim Clarke, and Eloisa Tang
  + Communications: Melissa Stefani and Carrie Hipsher
  + FACE: Joana Figueiredo and Renata Minotte
  + Membership: Jenny Juang
  + Outreach: Tracy Drake and Becky Foster
  + Open positions: Advocacy Director, ISF Ambassador, Parent Wiser Ambassador

**2020-21 Standing Rules Update**

* Electronic Voting
* Membership
* Adopting WA State Bylaws
* Code of Conduct
* Amend WA State PTA Agent
* VOTE: Modifications to Standing Rules **(see attached)**
  + Motion: To approve Standing Rules as presented
  + Motioned by: Eloisa Tang
  + Seconded by: Lisa Small
* Approved unanimously

**President’s Report – Tracie Jones**

* ISD working through different scenarios for what school looks like in the fall
  + Will likely start with remote learning
  + One platform for all middle and high school students
  + Rotating students through school at different times/days
  + Awaiting OSPI and Washing State guidance
* Board transition meeting will be held June 11

**VP of Volunteers – Lisa Small**

* Thank you to all our volunteers this year. It makes a huge difference in our school community.
* Planning for different school operation contingencies:
  + Virtual Volunteering – looking at options for programs and events that happen at the beginning of the year when volunteers will not be allowed to be at school
  + Potential new programs we are looking at: Clean Kits for Classrooms, Volunteer Clean Kits

**Reflections**

* Toko Ryu won Award of Merit in Film Production at the State level
* Thank you to Angela Bizzari for leading a successful this program this year
* Next year’s theme: I Matter Because…

**Director of Membership – Jenny Juang**

* Membership – we have a few new membership options next year
  + Community Partner
  + Student Ambassador Membership
  + Staff *Memberships Sponsors*
  + Angel Membership Donations
* Recommendation: promote the benefits (with membership card) of PTSA membership
* Recommendation: do a series of social media posts explaining and promoting the different membership types

**ASB/Lynx Life Liaison- Natasha de los Reyes**

* Elections took place last week. Results are posted on PCMS website.
* Locker Clean Out – pickup starts on Monday, 6/8

**ISF – Tracie Jones**

* Be on the lookout for Tools4School to help provide school supplies for students in need
  + To donate: [https://supplyallkids.com/#/donate/isf](https://supplyallkids.com/)
  + If need assistance: [http://isfdn.org/tools-for-school-registration](http://isfdn.org/tools-for-school-registration/)/

**ParentWiser – Tracie Jones**

* Events being moved to the fall via video conferencing
* Parenting In Place – Summer webinar series – 8 weeks – starting June 10

**End of Year THANK YOU Raffle Drawing -** #8 participant, Lindsey Pinkston – Tracie Jones will send Lindsey a gift card

**Adjourned 2:02 PM**

**Next Meeting:  September 17, 2020.**