



Pacific Cascade PTSA 2.6.41

General Membership Meeting Minutes

Tuesday, June 4, 2024, 12:30-2:00pm

Board Attendees: Kasey Trefethen, Shilpa Schuettenhelm, Laura Gaffney, Chelsea Ko, Toni Hunter, Liette Loiselle, Morgan Dye, Lily Jong, Jitendra Vats, Stephanie Harris, Emily Garner

Other PTSA Member Attendees: Sherry Hassard, ASB Leader Heidi Fielden, Principal Jeff McGowan

With a quorum present, President Kasey called the meeting to order at 12:39pm.

Heidi Fielden – presented on the opportunity for the PTSA to partner with ASB on the Fall 2024 Fundraiser through Believe Kids, the same fundraiser used in Fall 2023.

- Fall 2023 was done using paper forms only; more challenging for families and ASB team. ASB net \$14k in profit.
- Though partnering with PTSA could leverage Believe Kids online platform which would streamline processing. It also enables students to share out of state/area. Paper forms would still be an option (that PTSA would have to handle counting/depositing).
- ASB Funds have been used on sports uniforms; increase funding could reduce the 8-10 year typical timeframe for replacing uniforms. Other areas would be on events/assemblies to help build school community.
- Maywood has done similar with their PTSA and split the profit 95% ASB/5% PTSA.

Heidi left the meeting at 12:50pm.

President's Report – Kasey Trefethen

- Provided an overview of PCMS PTSA accomplishments for the year and reviewed 8th grade promo need and other end of school volunteer needs.

Secretary's Report - Laura Gaffney

- March GMM minutes were available in advance on our website. With no questions or changes the minutes were accepted as presented.

Principal McGowan joined the meeting at 1:06pm and shared the following updates:

- His philosophy is to spend ASB money in the year raised so benefits those students; doesn't plan on carryovers.
- Interviewing in process for orchestra position. Orchestra and band numbers did hold relatively steady for next year.



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- Looking to do more pep assemblies and school spirit activities (students will also get pcms tshirts to start year). Also changing process for buying lunches next year – students will be dismissed by tables; this will reduce running in hallways. Also increased pizza order to ensure not running out.
- Wednesday advisory schedule will go from 10 min to 40 min to allow for make-up work and extra support. Considering student-led peer tutoring system to leverage as well as try to get high school students on Wednesday. It will cut 5 minutes from classes.
- Addressed question on ISD's implementation of practices in line with EL-12 and the impact on middle school. It will likely impact all secondary.

With no further questions Principal McGowan left the meeting at 1:36pm.

Treasurer's Report – Shilpa Schuettenhelm

- Shared a summary of the March – May Treasurer's Reports and addressed why there has been a shortfall in revenue this year. With no additional questions, the March – May Treasurer's Report was accepted as presented.
- Jitendra Vats, Emily Loney, & Morgan Dye have agreed to do the year-end financial review in August.
- A motion was made and seconded to add a restricted line item for the ASB fundraiser to the 2024-25 interim budget with \$25,000 in income and \$22,500 in expense. Kasey opened the topic for further discussion. It was noted that PTSA would have to handle any money (cash, check) not done through the online stores. Emily addressed the need to make sure the marketing is clear so families understand where the money is going. There was some discussion about the percentage PTSA would take. With no further discussion, Kasey called for a voice vote and the motion passed unanimously.
- Reviewed the interim budget for 2024-25. The group discussed increasing the Family BBQ expenses to \$1,500 to allow flexibility for the planning committee to create a fun event. A motion was made to approve the interim budget with the amendment for Family BBQ expense of \$1,500 and the addition of the ASB Fundraiser as previously discussed. The motion was seconded and Kasey asked for further discussion. Hearing none, she called for a voice vote and the motion passed unanimously.
- Bank account check signers will be updated for the new year. Shilpa made a motion that the signers will be Kasey Trefethen, Laura Gaffney, Stephanie Harris & Chelsea Ko; Shilpa Schuettenhelm will be removed as a signer on the accounts. The motion was seconded and Kasey asked for further discussion. Hearing none she called for a voice vote and the motion passed unanimously.
- Make sure to submit expense reimbursements **by June 15.**



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Programs, Director & Committee Reports

- **Membership – Emily Garner**
 - Recommends goals of 100% staff membership & platinum membership growth for next year
- **Programs – Stephanie Harris & Chelsea Ko**
 - Cultural Night was great success with ~ 300 people. Could have used more country booths, but expect it would grow through word of mouth. May date worked really well. Goal would be for PTSA to learn ropes so not as much on School Counselor Laura Meserole. Having the ASB leadership support really helped get students there. Performances went over really well.
 - Java with Jeff – small turnout but considering option next year to have a staff member or two join. Could be “Java with Jeff & Friends” to have staff connect with parents.
- **ASB – Morgan Dye**
 - New this year helping with Last Day field day/social. ASB is planning, but school would like help with volunteers.
- **Outreach – Lily Jong**
 - Clothing Drive is going well
 - PTSA met all PCMS angel requests this year.
- **Advocacy – Jitendra Vats**
 - National advocacy conference just happened with Jill Biden keynote. WA contingent met with all WA federal representatives. Our state received Advocacy award at national conference for work in gun violence reduction.
- **FACE – Liette Loiselle**
 - Working with Marie in front office to ensure Family Partnership connection for new families next year.

With no further new business, Kasey adjourned the meeting at 2:09pm.

Respectfully submitted by Laura Gaffney, Secretary

A handwritten signature in black ink, appearing to read "Laura Gaffney", with a stylized flourish at the end.