

**Audubon PTSA**  
**Board of Directors Meeting Minutes**  
**Thursday, January 11th, 2017**

- **Call to Order**

Yumna Green, President, called the meeting to order at 6:55 pm.

**Attendees:**

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Board members present: Yumna Green, Lilach Geppert, Trina Ring, Celine Moreau, Michela Casazza, , Ganesh Sankarakumar, Yukie Sakurai

**Invitees: Volunteers, Chairs**

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**Excused Absents:**

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Anna Pauker  
Hanyue Jiang

**Invitees:**

**Office Staff:** Kindergarten Teachers represented by

- Janine Sullivan
- Emily Rorty

A quorum was present for the entire meeting. Proper meeting notice was provided.

Yumna welcomed the teachers, and thanked them for joining the meeting as staff representatives. She informed them that they should not feel bad if they need to leave before the end of the meeting, but they are welcome to stay.

Every board members introduced themselves and then the K teachers.

**Approval of past Minutes**

The Minutes from the Board of Directors Meeting on November 16<sup>th</sup>, 2017 were presented.

No amendments were requested.

However, Yumna recommended to add for the coming meetings the name of the invitees, in particular if they interact during the meeting.

Michela motioned that the minutes be approved as presented. Trina seconded.

November meeting minutes are **approved**.

- **From Staff representatives**

Yumna welcomed once again the K teachers and thanked them for their support. The teachers thanked PTSA for everything.

Janine Sullivan informed the board that this month, Audubon teachers had no particular concerns. They are ready for the conference week coming at the end of January.

They thanked PTSA for the friendly reminder regarding the money to be received from PTSA in each class room.

Yumna raised some questions to the teachers:

- bond levy vote. LWSD has 3 measures on Feb. 13<sup>th</sup> ballot: 2 replacement levies and a bond to help address our district's enrollment growth.
- She would like to inform the teachers that PTSA is supporting the bond. She would like to know if teachers will participate on January 29<sup>TH</sup> in the sign waving event. The teachers confirmed that they will support it and will be waving signs at the intersection of W Lake Sammanish and Bel red after school hours at around 3:30pm.
- Yumna took this opportunity to inform the board that all board members are welcome to participate. This day everybody will wear red while waving signs.
- Jogathon event: Yumna would like to thank the teachers for their support. The event will take place in March. Janine Sullivan informed that all teachers are already on track to film a video for the JAT kick off assembly. They are very excited by this event. Actually, Mr Anderson sent to them the email this week to prepare for the video.
- The chairs for this event are Yukie, Chitra and Alessandra.

Regarding the other coming events

- Read Across America is coming at the end of February (from 02/26 to 03/2)
- Next Thursday will be Math Puzzle. It will start at 6pm in the cafeteria. It will be a little bit different from last year. A Flyer will be handed out through the teachers tomorrow. Some volunteers are still missing.
- Michela asked if there are particular suggestions for the K registration event. The teachers will ask if something needs to be filled out.

- **From the President**

Some points had been added to the report.

- The Co-presidents informed board members that they would like to add in the enews & on the PTSA website a short story/biography of each board member. Pictures can be added to the website if board members want to add a picture too.
- Each member is welcome to send a brief story about themselves, nationality, job, language, ...
- The goal is to show the volunteers that they can do it too. Board members are just like all the other parents.
- Theses sentences need to be sent to Lilach and Yumna by next Thursday 01/18/2018.

No questions were asked on the report

- **From the Treasurer**

The Mid Year Financial Review is coming, Trina would like to set up the team. Yumna recommended to contact Conni Irias who did it last year. Trina asked Celine whether she agreed to do it again this year. Celine's answer is yes.

Celine is appointed to be a member of the Financial Review Committee.

- **Communication**

Enews:

Some parents sent feedback, congratulating PTSA for the new design of the enews. It is really great to hear. It confirms that it was a good idea to do it. Maybe we should do it every year to continue to catch new readers.

Facebook:

FB work group is going through the steps of finalizing documentation and policies for the FB group and will present it next month at the next meeting.

Lilach informed the communication team that the website needs some updates regarding the chairs and the minutes of meetings which to be uploaded.

- **Fundraising**

Nothing to add to the report.

Michela just commented that the 5<sup>th</sup> grade fundraising (Movie Night) is independent from PTSA.

For the Dance Party event, maybe we could think about selling some drinks which could help to increase the fundraising? No firm decision was made on this – it is just a thought for now.

- **School Services**

Nothing to add to the report

- **From Outreach**

Nothing to report

- **Student Enrichment**

No Questions

- **Events**

- **Read across America:**

Trina is the chair as last year. She is thinking of doing something a little bit different from last

year.

Some volunteers are needed, around 4 would be good.

Vicky will send the list of volunteers so that Trina can contact them.

- **Discussion items**

- Extended Class Chair

The Co-Presidents talked with someone who could be ready to join Anita as a co-chair. We would discuss about possible appointment at our next meeting.

- **Adjourn**

President, Yumna adjourned the meeting at 7:45pm



**APPENDICEES FROM MEETING INCLUDED BELOW FOR YOUR REFERENCE**

**Appendix A: President's Report**

**President: Yumna Green / Lilach Geppert**

Many thanks to Trina for attending the January LWPTSA Council meeting. Michela has signed up to attend the February 1st Council meeting.

Audubon PTSA membership voted to endorse and support the Feb 2018 Bond and levy measures at the November 13 General Membership meeting.

There are a number of activities planned in January as we head into the Feb 13 election. There are lots of opportunities from which to choose to help.

Work Parties - LWEA Offices - 12 - 1 pm (updates, activities planned, new ideas, materials available) Lunch provided

Jan 3

Jan 17

Jan 31

School District Open House Presentations - 6:30 - 7:30 pm

Jan 16 - Redmond High

Jan 17 - LWHS

Jan 23 - Eastlake High

Jan 24 - Kamiakin Middle School

Media event - Jan 29 at Kamiakin Middle School - before school. More details to come.

Sign Waving Opportunities – Please check the schedule (in the PTSA room)

Audubon Sign waving: Monday, January 29<sup>th</sup>.

2 Upcoming Nominating Committee Training Classes at LWRC (Sammamish Room) - Counts towards WA State PTA training requirement:

Tuesday, Jan. 16th, 7-8:30pm and

Friday, Feb. 2, 9:30-11:00am

Founder's Day Lunch will take place on February 23, 2018. Typical attendees are the Co-Presidents, Principal(s) and office staff. If there is space available, the Reflections chair is invited also but this year we most likely won't have the space to do so (each school gets 5 seats).

Special Needs resource fair will take place on Feb 20, 2018 from 7-8:30pm at the LWRC. This is a combined event that includes LWSD and BSD Special Needs groups.

The January 18 Brown Bag will take place at LWRC from 12-1pm and the focus will be on Graduation requirements for LWSD high school students. Attendance is free and no registration is required.

#### 2017-2018 Council Membership Meetings

Thursday, September 7, 9:30-11am

Thursday, October 5th, 7-8:30pm\* - Ganesh

Thursday, Nov. 2nd, 9:30-11am - Anna

Thursday, Dec. 7th, 9:30-11am

Thursday, Jan. 4th, 7-8:30pm\* - Trina

Thursday, Feb. 1st, 9:30-11am - Michela

Thursday, Mar 1st, 9:30-11am

Thursday, April 12th, 7-8:30pm\* - Celine

Thursday, May 3rd, 9:30-11am - Yukie

Thursday, June 7th, 9:30-11am

\*These are evening meetings. The rest are morning meetings.

#### **Appendix B: Treasurer's Report**

**Treasurer: Trina Ring / Hanyue Jiang**

Refer to the annexes attached.

#### **Appendix C: Communications**

**Co-VPs Communications: Ganesh Sankarakumar / Anna Pauker**

the new e-news chair - has revamped the enews template and theme. We have received unsolicited feedback from some parents that this is a nice, cleaner look that helps get the news across to them easily

#### **Appendix D: Fundraising Report**

**VP Fundraising: Position Open**

Seeing as the VP of Fundraising position is open, the chairs who report to the VP of Fundraising submitted these reports directly to the Presidents, Lilach Geppert-Shapira and Yumna Green.

**Membership – submitted by Chitra Ramalingam**

No report submitted

**Back to School Fundraising - submitted by Chitra Ramalingam**

No report submitted

**Redmond SchoolPool - submitted by Nadia Ahmad & Chitra Ramalingam**

Nothing to report

**Box Tops – submitted by Lisa Wycoff**

Nothing to report

**Labels for Education – Colleen Kroeger**

Nothing to report

**Jog-a-thon – submitted by Alessandra Arosio, Chitra Ramalingam & Yukie Sakurai**

Nothing to report

**Appendix E: School Services**

**VP School Services: Michela Casazza**

Nothing to report this month

**Appendix F: Outreach**

**VP Outreach: Yukie Sakurai**

Nothing to report this month

**Appendix G: Student Enrichment**

**VP Student Enrichment: Position Open**

Seeing as the VP of Student Enrichment position is open, the chairs who report to the VP of Student Enrichment submitted these reports directly to the Presidents, Lilach Geppert-Shapira and Yumna Green.

**Reflections – submitted by Rachel Pai**

Here is the report from Reflections:

- 12/7: Reflections assembly & Reflections ceremony
- All participants got a certificate, and winners got a square marble award at ceremony
- Valeria helped the flip board and food table during Reflections ceremony
- Had submitted reimbursement forms and got reimbursed for all Reflections cost
- One winner advanced to state level:

Visual art category

Interm (3-5)

Outstanding Interpretation

Jinyi Kou

The new world

- emailed to all participants' parents about the winner list and open house
- 4-8pm, 1/5, Friday, Reflections open house at LWSD Resource center
- The Reflections art show will have Reflections art works displayed till 1/11
- 1/12: will take down the art works and bring them back to school then send back to students

### **Extended Classes – submitted by Anita Yue**

here's the plan for Session 2:

Feb 26 (Mon) - Jun 8 (Fri) except for Math beginning on Feb-8 Thu, and Choir on Feb-23 Fri.

Early enrollment Feb 3-9 with \$10 PTSA fee for each registration

Regular registration period will be Feb-10 through Mar-10, with standard \$30 PTSA fee for each registration, and no registration changes Mar-10.

I'll try to have all flyers indicating just 1 price including the standard \$30 PTSA fee, and post the new schedule during the week of Jan-28.

Though contracts are not in yet, here are the classes and updates:

1. Mon Library Chess
2. Mon Gym Ultimate Frisbee (instead of Golf since the enrollment was low for Session 1)
3. Tue Library Coding with Kids
4. Tue Gym Tennis (this is popular in Session 1 with long waitlist, and parents are already emailing me wanting to sign up for Session 2)
5. Wed Gym All-Sports  
(Wed Trendy Crafts will be dropped for 2 reasons, there's push back not to use the office conference room, which can only hold 10 students, and I've received feedback from 2 of the 10 families that the quality of this program is below expectation.)
6. Thu Library Keyboard
7. Thu room 139 for Math (which will be by invitation only to the current 11 students)
8. Fri Gym Drama  
(Fri Library Puzzle Circle was cancelled in Session 1 and will not be offered in Session 2.....maybe Mon Chess can be switched to Fri to better accommodate the librarian's schedule in the next school year but no changes needed yet.)
9. Tue/Thu morning Cafe Martial Art (no response yet but likely offered)
10. In place of G3-5 choir on Wed in Session 1, we'll have G1-2 choir on Fri in Session 2.

### **Math Challenge – submitted by Lior Shapira & Lilach Geppert-Shapira**

We are releasing MC7 this week, participation is steady at about 100 students per challenge

### **Art Docent – submitted by Athena Rospo & Audrey Guidi & Jennifer Jones**

International night art walk presentation for the docents is on Monday, Jan 8 at 9am.

## **Appendix H: Event VP of Events: Position Open**

Seeing as the VP of Student Enrichment position is open, the chairs who report to the VP of Student Enrichment submitted these reports directly to the Presidents, Lilach Geppert-Shapira and Yumna Green.

### **Math Puzzle Hunt – Submitted by Lilach Geppert-Shapira and Tamar Hefets**

Started to work on this event.

We're going to change this event a little bit, adding more of a scavenger hunt and prizes.

In need of volunteers.

