Sauvie Island Academy Parent Teacher Club Minutes
November 16, 2017

President  Eve Foster
Vice President  Erin Olson
Secretary  Julie Pond
Treasurer  Robyn Mann

In attendance:  Carrie Kessi, Hannah Treuhaft, Jen Lovejoy, Eve Foster, Robyn Mann, Julie Pond
via zoom: Darla Meeuwsen, Cindy Walsh, Katie Jorgensen

Welcome, Introductions, and Rules  Eve Foster
- The PTC follows Robert’s Rules of Order and has agreed to the following:
  - Silence cell phones
  - Treat other members with respect, even in the face of disagreement
  - Bring a handout when you are making a proposal for action
  - Be respectful of everyone’s time
  - If a consensus cannot be reached through discussion, the topic will be put up for a vote by the membership

Approval of October Minutes  Erin Olson
- Hannah Motioned to approve
- Julie Motioned to second
- All approved

Treasurer’s Report  Julie Pond
- One more field trip request- birds of prey auburn society 4/5th grades $250
- Remaining $5000 collected from last year’s auction; auction monies complete!
- Julie will have totals from last year’s auction at next PTC meeting
- Douglas farms/sauvie island farms donated apples for harvest festival and want a receipt, Eve will get this written up for them

Volunteer Coordinators Report  Kim Lucy & Carrie Kessi
- Harvest fest was busy, successful and had a lot of volunteers!
- Art project for Ms. Kim- she needs help. In need of four more volunteers for this
  - Will post this request on facebook

PTC Calendar, Programs, and Support  Eve Foster
- December PTC meeting will be a week early

Announcements & Recognitions  Eve Foster
- Harvest Fest- Kim Lucy
  - Kim has offered to coordinate harvest fest again next year!!
- Book fair- Shanna Schlitz
  - Shanna headed this up and will do it again in the spring!
  - 27% increase in sales from last fall
  - Shanna is interested in changing rep for book fair potentially for this spring or next year
  - Interested in having the spring book fair and plant fair overlap

Board Report  Robyn Mann
- Next Board Meeting December 13th @ 4:30-6:00pm
  - Board report turned in; several kids presented to the Scappoose School Board
  - 5 year continuing contract signed off on by Scappoose
  - There is an opening on the board- stephanie mcbride elected to this position; retired island resident with accounting background
  - RFP closes at end of the month- several turned in!

School Updates and Requests for Money  Eve Foster
- Upper grades request $295 for school dance
- Dance was today and successful!

Old Business  Eve Foster
- 2018 Auction update
- Sponsorship packets mostly complete- will be done by ready to send out by last week of November
- Jen May cleaning up donor list to be ready to parcel out to volunteers
- December 5th- facilities meeting at lighthouse at 6:30, all are welcome to attend

- Board Positions up for election
  - Vice President- Hannah Treuhaft nominated and elected

- Bylaws
  - Goal is to edit a page per meeting, first page started at this meeting
  - We need to get ahold of bylaw/state people to ask if we can scratch the current bylaws and rewrite them as Sauvie Island School

- Credit card options for PTC, amazon business account
  - Handout made with information from different cards
  - Our banking is done through Saint Helens Community Credit Union
  - Business manager for Sauvie Island School (Dannie Lease) may be able to help us, Darla will put us in touch with her to help with this
  - Eve getting in touch with Scappoose school district PTAs for their advice on what they do/use for purchases

New Business
- Volunteer self care
  - When we need help, ask
  - Support ourselves so that we can support our school

- Training newly elected officers/positions
  - Officers talked about the need to pass information on when the position gets passed on
    - current volunteer coordinator Kim wants to continue in this role, Carrie (other volunteer coordinator) is on her second year of the position and ready to find a new volunteer coordinator to take her place for next year
    - Is volunteer coordinator its own entity? Darla says the intention is for this role to be a liaison between PTC and SIS (its own entity)
    - We need a list of job description for volunteer coordinator role- Carrie will make this
    - Carrie and Kim to put feelers out for who is interested in doing this next year

- Quick Books update needed
  - With tech soup it’s $50- this is what we will use for this update

- Teacher retention
  - Maternity/paternity leave for our teachers to help retain teachers?
  - Idea discussed of a focused campaign during auction to raise money for them so they don’t have to deplete all sick/vacation/leave time with goal of retaining teachers
  - How do we compete to keep a teacher at Sauvie Island School
    - Donations for teachers to take vacations; ie. donating time-share weeks to teachers- Eve will write something up to put out to parents for this type of donation
    - Place-based education planning is time consuming; how do we create more time for teachers to do their work?
      - Goal: give teachers half day planned every month to do place based planning during school hours
      - Enrichment program- already in place or that we would create
      - Substitute teacher allotment for this time

- Banners for plant sale
  - Eve has a discount she can use for a reusable banner

Next PTC Meeting
- December 13th, 2017 6pm

Adjourn