

PTF MINUTES February 8, 2017

I. **CALL TO ORDER** (Liz Hueg)–9:20 am

II. **OPENING PRAYER** (Ms. Kitty)

III. **APPROVAL OF MINUTES** –January minutes distributed via email

A MOTION to approve the January minutes was made by Erin Vines, and seconded by Tina Metzger.

IV. **TREASURER'S REPORT** (Desiree Montoya)

- No material Income events for January
- Updated Expenses (\$1409 – 3rd pymnt for Meet the Masters, \$500 Salina Yoon Author Visit, \$398 Grandparents Day shopping bags)

V. **TECH PRESENTATION** (Ms. Loretta Cooper)

- Requesting PTF support to get technology updated in the elementary classrooms
- Requesting 10 + Air 2 iPads and a large display screen) for the upper level classrooms and (4th & 5th to start)
- Essential for critical thinking, communicating and collaboration – more than just having the experience of using the technology (Example, using I pads to create stop motion animation and voice over to bring a creative writing story to life and share with the class and other classes)
- 5th Gr. Currently using Google Apps for Education School Program (no cost to school), Ms. Cooper is the administrator. Allows kids using google docs and teacher can log in in real time and check activity and progress.
- PTF is fully supportive and would like to facilitate the purchase and implementation ASAP. There are current technology reserves that can be used towards the iPads and 2017 Fund-a-Wish can help fund Chromebooks so both technologies are present.
- Mrs. Cooper and Jim will prepare a Equipment List, check Bandwith requirements/expansion opportunities, and Microsoft Licensing (include Mr. Crancer and Mr. Vines in email for advisory purposes)

VI. **PRINCIPAL'S REPORT** (Ms. Kitty)

- Enrollment (142 students – 72 in elementary and 70 in preschool) (1 new elementary and 2 new preschool)
- Encourage people to reenroll so we can plan accordingly for teachers, curriculum and supplies – only 16 families of 80 anticipated have enrolled
- Suggestion for highlighting \$50 enrollment discount if completed by March 31, 2017.
- Priority Enrollment Ends Feb 17th
- MAP testing was conducted for 1-5th graders and will retest in May to see progress

VII. **PRESCHOOL REPORT** (Kat Yeakel not present)

VIII. **SCHOOL BOARD REPORT** (Denise Mears)

- Tuition recommendations were approved by Church Council
- Need to revise final tour packet and follow up on Postcards
- Sponsorship Banners have been submitted to Church Board for final approval – banner will run for 1.5 years now instead of 1
- Definition of volunteer for preschool SB792 law defined - if regularly working with or interacting with the children (not just for events) one must provide updated records of immunizations accordingly
- Steve Rennie is preparing the school survey, aiming for the end of March
- Suggestion for Enrollemnt Contract to be made digital
- Currently revising PTF bylaws and Spring Party reporting – if an urgent Principal signature is needed, email Jen to put in front of Kitty to expedite
- In the process of creating Annual Fund Bylaws/Handbook
- Jon Parry evaluating Preschool grass area for new sod

IX. **SERVICE HOURS** (Tina Metzger)

- Spring Book Fair Dates – proposed 5/16 (set-up), 5/17 (preview) 5/18-5/26 (open) 5/27 (tear down) so it runs during Open House and Spring Recital. Desiree confirming dates and run time with Scholastic
- Golfball Drop website almost complete – aiming to launch Tues 2/21 giving us 3 weeks to sell
- Two options for Golfball Drop Payment 1) Pay \$550 upfront and keep all monies raised or 2) Pay 10% of monies raised after the drop. We made over \$13,000 last year and are anticipating \$9,000 this year.

A MOTION to pay \$550 upfront for the Golfball Drop was was made by Liz Hueg, and seconded by Denise Mears

X. **TEACHER REPORT** (Mrs. Moore)

- A big THANK YOU for the author visit. Student response to Salina Yoon was fantastic and they would love her to come back.
- PTF also impressed – cost was only \$250 after earnings from book sales and she provided each a preschool and elementary targeted program
- Considerations for next time would be class pictures with the author and a designated meet and greet time

XI. **NEW BUSINESS** (Liz Hueg)

- Grandparents Day is March 10 – Tina Metzger is the chairperson
- Spring Book Fair - See Service Hours Minutes
- Spring Concert – May 26, 2017 .Email needs to be sent to the Room Moms to remind them to coordinate with families to bring a snack or dessert to share and drinks for the Concert Reception

- Spring party – Need an official set up and break down team
- Event is 3/18/17, Theme is Fruit of the Spirit, Tickets are \$75 per person
- Invitations are being printed and vendor contracts are coming in
- Request for Eric Hueg to photograph auction items and put together a new slideshow of the students in action at school to play at the event
- Teachers and Staff tickets have always been free – recommended to continue to be free as long as they RSVP accurately. Next year we may need to start charging a small amount to confirm commitments and offset losses for no shows. Spouses/guest pay full price. Pastor Jeff is an included member of the Teacher and Staff group.

Meeting adjourned at 10:45 – Next Meeting is March, 8 2017 at 9:15am