

PTA General Meeting  
October 7, 2013

**Attendance**

Brooke LaFave  
Kylie Phillips  
Zoe Hecht  
Amy McMahan  
Nikki Spaulding  
Carol O'Sullivan  
Kim Cader  
Bob Hodges  
Howard Keck  
Regina Reeves

**Call to Order**

Brooke LaFave called the meeting to order at 6:35.

**Welcome and Introductions**

**Approval of Minutes**

Brooke LaFave motioned to approve minutes from September 23, 2013. Carol O'Sullivan seconded the motion. The motion passed unanimously.

**Principals Report**

Bob Hodges began by saying that either he or Jane Al Tamimi would be attending the PTA meetings. He also said that as part of her internship, Jane would be working more in a supervisory capacity with volunteers as that was an important part of the training. He said that Jane would also be working on implementing the adoption of teaching/learning targets.

He said that he had also asked for teacher volunteers to the PTA. He said that Howard Keck and Nicole Allen had volunteered and would be serving as teacher representative. Howard added that Taylor Meadows would also attend a few meetings. Howard added that he would attend the next four meetings.

Bob then spoke about what was being accomplished with the late starts in the school district. He said that teachers at Garfield were training on teaching and learning targets and indentifying successful techniques to help reach those targets.

Bob then asked what the status of the volunteer situation was for Fall Fling. Kylie told Bob that we would be working the details out at this meeting. Bob reminded the PTA that we had access through him to School Messenger e-mail and phone calls to recruit volunteers. Bob asked that requests for help with volunteers be done sooner rather than later. It was decded that the PTA would begin their volunteer recruitment as soon as possible and let Bob know by the end of the week if they needed his help with volunteer recruitment.

Bob thank the PTA for their donation towards the school's performing arts assemblies. He said that they had already had one and that the future line up included assemblies from Animal World, Olympia Family Theater, Bright Star, and Lewis the Bubble Guy. He added that there was also a potential laser show assembly.

### Treasurer's Report

Carol O'Sullivan made a motion to add Kylie Phillips and Kimberly Cader to the Garfield PTA bank account at WSECU. This motion was seconded by Brooke LaFave. The motion carried unanimously.

Carol then gave a review of the audit that was performed over the summer. She said that it went well and the audit group made a few recommendations. One was that better records be kept of the PTA membership. They group felt it was important to be able to see how many members the total dues paid the WPTA covered. The second regarded the incomplete Secretary's notebook which the PTA expected would be an issue. The final recommendation was to include not only the previous year's financials but the prior year as well.

There was then some discussion about the play donation. It was pointed out that the donation amount exceeded the budget amount and that an accounting needed to be made for the books.

### OLD BUSINESS

#### **October Events**

##### **Book Fair**

The volunteer schedule for the Book Fair was finalized. Kylie said that she would send out volunteer requests the following day.

##### **Fall Fling**

There was a discussion about games and needs for the Fall Fling. It was decided that there was a significant amount of discussion that needed to occur so the PTA Board decided to continue discussions about games, etc after the meeting. The volunteer schedule was finalized and Kylie said that she would send out volunteer requests the following day.

##### **Cougar Mountain Cookie Dough**

Nikki asked if we wanted to do the same prizes as last year - top selling classroom gets an ice cream party, top selling classroom at each grade level gets a popcorn party, top seller in each classroom receives a stuffed cheetah and the top 3 sellers in the school receive free popcorn on Friday all year. There was some discussion about whether to give the top seller in classroom the choice of a free t-shirt or a cheetah. It was decided to stick with the cheetahs as they were popular and a more budget-friendly choice. The PTA agreed to do the same prizes as the previous year. Nikki then said she would bake and bring cookies to the kick-off assembly on Friday.

#### **Garfield Apparel**

Carol began by telling the group that through Color Graphics our prices for t-shirts were \$5.00 each, long sleeved shirts were \$7.50 and hooded sweatshirts were \$14.50. Carol also gave the group a

breakdown on costs and profits of sales. She said each sale does a bring a profit to the PTA but we still hadn't covered our expenses yet.

Brooke said that she had called Spin Tees twice to get a quote and discuss apparel options and had never received a call back.

Kylie said that her research showed that using some type of preset on-line storefront, such as Café Press, would increase priced significantly.

There was a discussion regarding how to continue forward with the apparel. It was decided to take a two-pronged approach. We would put out an order form that would allow people to place an order. We would then tack a small restocking order for the PTA on it so that we could continue to sell apparel as well. We would also include a catalog for teachers and staff that would allow them a larger selection of styles when ordering, with the understanding that the policy on those orders would be no returns or exchanges.

Carol asked to be in charge of the order form. Brooke said she would call and get price, price break, minimum order, and turn around time information from Color Graphics.

### **eScrip**

Carol explained that our eScrip checks were significantly less than previous years. It was decided that the PTA would begin a campaign to get numbers up for all our passive fundraisers. The PTA decided to use the PTA bulletin board and it's Facebook page to promote these fundraisers. There was also discussion about the need for an eScrip coordinator because the person who had previous done it had moved on from Garfield.

### **Entryway Bricks**

Kylie told the group that we had gotten the ok from the OSD to sell bricks with business logos on them. There was some confusion about whether the difference between the costs of the bricks and the sale price could be written-off as a charitable donation. This was because the school district indicated that Garfield PTA raised funds under the OSD's Tax ID Number. The PTA believes that the OSD is incorrect in the assessment and Kylie will continue to pursue this with them. Kylie further said that she would get in contact with Reflections Custom Etching and verify costs and if 8"x8" bricks would even be possible.

### **Quarterly Newsletter**

Kylie handed out draft copy of the newsletter and asked for feedback. Bob asked that Target REDCard be included under fundraisers as it brings in money to the school. She added that she planned on using the newsletter as for a membership drive as well.

### **Yearbook**

Brooke said that she spoken with Mike and that Mike had been in contact with the yearbook publisher. She added that photos should be sent to Mike at [dynamonster@comcast.net](mailto:dynamonster@comcast.net). Kylie asked if there wasn't some way we could put all pictures in one place. It was pointed out that there are students whose parents have asked for no photos and Rosetta must vet each picture before it can be used. Any system used would need to take this into account. Kylie said she would talk with Rosetta and see if there was some way to do an on-line system without violating the rights of any students.

### **Staff Appreciation**

Kim gave a brief description of the Staff Appreciation events. She indicated that it was in need of a coordinator who could spearhead and organize the monthly events.

### **Other**

There was no other old business.

### **NEW BUSINESS**

#### **November Events**

##### **Movie Night**

***The Croods*** was picked for the November's movie night

##### **School Play**

Brooke expressed disappointment that only 28 kids had signed-up to do the play. She is hoping more will do so soon.

### **Other**

There was no other new business

### **Adjournment**

The meeting was adjourned at 7:42