



McLANE ELEMENTARY
PTSO

MEETING MINUTES

DATE: 11/7/16

TIME: 6PM

LOCATION: CAFETERIA

CHAIR	President Wendy Harris
SECRETARY	Becka Mondau
ATTENDEES	Wendy Harris, Leslie Smith, Sarah Pearson, Laurie Sale, Becka Mondau, Kim Leidelmeijer, Amy Long, Rob Knight, Audrey Fung, Wendy Vance-absent

Agenda topics

TIME: 6:02		PRESIDENT WELCOME	WENDY
OUTCOME	Meeting began at 6:02pm. October minutes were approved by the board. Laurie Sale made the motion and Sarah Pearson was the second. The motion passed.		
TIME 6:10		PRINCIPAL REPORT	MONICA
OUTCOME	Monica West gave the principal report at the meeting. Confirmed emailing out calendar to parents twice a month is a positive thing for families. She informed us that WIN (What I Need) time has begun in the classrooms and the modules that were ordered are very helpful. Discussion about OWL recognition being different than last year. Kids are recognized for character counts rather than character traits. Also, the Golden Ruler. Students are selected to be rewarded a golden ruler who have made noticeable improvements in behavior or academics. Also Cispus dates were announced: April 26-28.		
TIME 6:15		TREASURER REPORT	
OUTCOME	The budget was overviewed by Sarah. There was a small discussion about necklaces and charms being ordered for the 100 Mile Club and confirming that it was necessary.		
TIME 6:20		READ-A-THON UPDATE	SARAH
OUTCOME	The Read-a-Thon participation is currently at 69%. About 20 more students are needed to make it up to 75%. Over 144,000 minutes have been submitted. Teacher takeover night at McDonalds raised about \$460.00 (before counting tips), and the Family Fun Night raised \$48.31 in donations. Members of the PTSO will meet Sunday, Nov. 13 to count final minutes and money and assemble final rewards and certificates. Discussion about students being unsupervised outside and the staff finding candy wrappers and other garbage outside they had to clean up. PTSO volunteers need to make sure kids that go outside are being supervised by their parent or stay inside.		
TIME 6:25		WEBSITE UPDATE	LESLIE
OUTCOME	Leslie will update the website from Read-a-Thon information to Movie Night information.		
TIME 6:30		MOVIE NIGHT (WENDY)	
OUTCOME	Katie Breland has gotten most things ready for movie night. Pizza has been ordered, and flyers have been given to staff to send home with students. Someone needs to learn how to operate the popcorn machine. Kim will send out a volunteer spot for this event.		

TIME 6:35	THEATER PROGRAM	WENDY/AUDREY
OUTCOME	<p>3 Olympia Theater companies and Tacoma Musical Playhouse have been considered. They all have "Theater in a Box" and provide everything we need to put on a production. TOAD (Theater of Arts Discipline) can offer 2 different productions for different age groups. (K-2 & 3-5). Staff person (Brynn) from TMP can direct both productions since TOAD is her parents' theater company. K-2 could be 40 kids maximum. 2 weeks of rehearsal 5 days a week with a 30 minute show. 3-5 grade age group can have 45 kids max. 4 days a week, 2 hours a day of rehearsals. It would be an hour long show with an intermission. Both productions would be a Friday evening and Saturday afternoon show. TOAD would provide classroom workshops (at no extra cost) possibly during the younger production so the older kids get more excited about participating. Cost: 3-5 grade age group \$4500, and \$2250 for K-2. \$6750.00 total. We could make up some ground of the extra cost with a higher fee for registration for the kids, flower sales, tickets sales, snacks and picture/dvd sales. K-2 time line could be February 6-17 rehearsals with performances on Feb 17 & 18. 3rd-5th grade time line could be February 27 to March 23 rehearsals with performances March 24-25. Laurie Sale moves to hire TOAD for the theater production and Becca Mondau is the second.</p>	
TIME 6:50	THE GIVING TREE	LESLIE
OUTCOME	<p>The PTSO puts together a Giving Tree during the holiday season for families at McLane that need extra help. There was discussion that we would have a monetary goal rather than donating gift cards. Leslie Smith will set up the tree for this year along with a jar in the office for "Pennies for Presents." Parents and students can put donations in the jar throughout the season. Monica also mentioned that Ralph Munroe would like to help with the Giving Tree and would like to get local firemen and policemen involved.</p>	
TIME 6:55	OWL STORE/CANDY CANE SHOPPE	LAURIE
OUTCOME	<p>Laurie Sale presented an update for the OWL store. She has spent \$62.06 so far this year on items for the OWL store. Laurie believes she will not need the full budgeted amount of \$500 for the store. Kids seem to be having a great time and it is running smoothly with the changes made this school year. The discussion for the Candy Cane Shoppe has been postponed until next year. There are too many logistics we need more time to work through.</p>	
TIME 7:00	FUNAPALOOZA	
OUTCOME	<p>A date was established for Funapalooza. Laurie Sale is the chair person for this event and it will be held at McLane on January 20th.</p>	
TIME 7:05	OLYMPIA JUNIOR PROGRAM	WENDY
OUTCOME	<p>Wendy mentioned a new coordinator for the Olympia Junior Program is needed. It could also be something that is split between 2 people. One to do the administrative tasks of counting money and forms, and one for the volunteers at the actual events.</p>	
TIME 7:10	CODE OF CONDUCT	
OUTCOME	<p>Wendy shared that a volunteer code of conduct is needed for volunteers in the PTSO. A more comprehensive document is needed that covers our guidelines for conduct with other adults, during PTSO events and interactions with students.</p>	
TIME 7:15	WATER BOTTLES	WENDY
OUTCOME	<p>We had a discussion about selling water bottles at PTSO events (especially movie nights). There is usually a lot of waste with water bottles that are barely used, and adults end up picking up many wasted bottles at the end of an evening. There is also the feeling of not wanting to set up an example of environmental irresponsibility. Amy Long made a motion that after the Movie Night on November 18th, water bottles would no longer be sold, and Lisa Morrison was the 2nd. The motion passed.</p>	

TIME 7:20

OPEN DISCUSSION

OUTCOME	Leslie Green presented some design ideas for the yearbook and those present at the meeting voted on their favorite design. There was also discussion on sending out order forms for the yearbook in December and possibly doing an "early bird" special.
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Meeting Adjourned: 7:25pm

Next Meeting: December 5, 2016 McLane Cafeteria