

## PTSA Board of Directors Meeting

March 8, 2012

### Minutes

#### I. Call to Order

The January Audubon PTSA Board of Directors' meeting for the 2011-2012 school year was called to order at 6:35pm in the Arts & Sciences room at Audubon Elementary by President Mindy Lincicome.

Nine voting members were present; Thirteen people attended the meeting (sign-in sheet on file).

#### II. Opening Business

**Motion** to approve the minutes of the February 9, 2012, Board of Directors meeting. Kathy Watson motioned. Roy Captain seconded this motion. **Minutes were approved as submitted.**

**President Mindy Lincicome** opened the meeting with a reminder that the election of the incoming 2012-2013 PTSA Board of Director's officers will be elected at the General Membership meeting the morning of April 27<sup>th</sup>, 2012. Mindy also asked for an update from the PTSA BOD Nominating Committee members present, Roy Captain and Kathy Watson. Roy Captain and Kathy Watson reported all is on schedule for the nominees.

#### III. Area Reports and Actions:

**Treasurer, Lee Mills, submitted a report, Appendix A - no additional information added**

**VP Communications, Khris Schaffner, submitted a report, Appendix B – no additional information added**

**VP of Fundraising Chandana Surlu submitted a report, Appendix C – no additional information added**

**VP Student Services Charla Mills submitted a report, Appendix D – no additional information added**

**VP Events, Kirsten Reddish submitted a report, Appendix E – no additional information added**

**Co-VP's Outreach, Judy East and Roy Captain, Report Submitted, Appendix F-** No additional information added

**Co-VP's Student Enrichment, Susie Wright and Deb East, no report submitted -** Discussion re: vendors becoming PTSA Members. Judy East will ask other PTSA committees what their procedure is with vendors and report at the next PTSA meeting.

**Ways and Means chairman Linda Hall, Report submitted, Appendix H -** Linda Hall added that Karen Dickens said there will be a staff meeting on March 21 to decide how to allocate funds. Ways and Means will meet with Karen before this meeting to give recommendations of allocations.

#### **IV. Principal and Faculty Reports**

**Principal Karen Dickens** - Principal Karen Dickens was unable to attend the February 9, 2012 PTSA meeting. Mindy Lincicome reported on Karen's behalf. Karen reminded PTSA BOD that MSP testing will be happening in May, and is asking all parents that kids need to be at school this entire month.

**1st grade teachers** – The 1<sup>st</sup> grade teacher team was present at the meeting, Heidi Jensen, Debbie Cressman, and Sally Langstom. The 1<sup>st</sup> grade teachers spoke on behalf of the entire staff at Audubon, and thanked the PTSA BOD for the hard work on the Science Fair. Also a big thank you and success with Read Across America. The 1<sup>st</sup> grade team also showed appreciation for the cupcakes and staff appreciation.

#### **V. Close of Meeting**

Our next PTSA Board Meeting will be April 12, 2012 at 6:30pm in the Arts & Sciences room.

The meeting was closed by Mindy Lincicome at 7:28 PM.

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

*Treasurer: Lee Mills*

#### **Treasurer's Report for March 8, 2012 PTSA Board Meeting**

Submitted by Treasurer Lee Mills

#### **Net YTD Cash In/(Out): \$ 22,471.23**

- Cash In: \$ 86,641.39
- Cash out: \$ 64,170.16

**FY12 Beginning Cash Balance: \$ 62,031.10**

- Unrestricted cash: \$ 45,715.81
- Restricted cash: \$ 16,315.29

**YTD Ending Cash Balance: \$ 84,502.33**

- Unrestricted cash: \$ 68,235.02
- Restricted cash: \$ 16,267.31

**Items of note:**

- Reconciliation (below) updated to show bank balances and amounts of outstanding checks and deposits.
- Cash balances above include \$195 in transit from PayPal as of 3/4/12; otherwise PayPal balance = \$0
- 1099's/1096 reporting finalized during February.
- Annual incorporation renewal was completed during February.

**Detailed report of year to date activity 7/1/11 through 3/4/12:**

*(Bank balances as of 3/4/12)*

	(CASH OUT) / CASH IN				\$'s REMAINING
	ACTUAL IN	ACTUAL OUT	NET	BUDGETED NET	
<b>Fundraising</b>					
"No Frills" Donation Campaign	\$ 13,993.63	\$ (35.10)	\$ 13,958.53	\$ 13,000.00	\$ 958.53
Corporate Matching	\$ 6,735.00	\$ -	\$ 6,735.00	\$ 6,500.00	\$ 235.00
Volunteer Hours Corporate Cash	\$ 1,479.00	\$ -	\$ 1,479.00	\$ 2,000.00	\$ (521.00)
Box Tops & Soup Labels Program	\$ 240.50	\$ -	\$ 240.50	\$ 500.00	\$ (259.50)
Amazon Associates Program	\$ 1,252.30	\$ -	\$ 1,252.30	\$ 1,500.00	\$ (247.70)
E-Scrip program	\$ 1,532.08	\$ -	\$ 1,532.08	\$ 2,000.00	\$ (467.92)
Audubon Family Dinner Nights	\$ 451.71	\$ -	\$ 451.71	\$ 1,000.00	\$ (548.29)
Photo Fundraiser Service Agreement (3-year=\$1,000, year 2)	\$ -	\$ -	\$ -	\$ 350.00	\$ (350.00)
Spring Jogathon	\$ 4,402.55	\$ (1.70)	\$ 4,400.85	\$ 12,000.00	\$ (7,599.15)
Other Fundraising Income	\$ 131.44	\$ -	\$ 131.44	\$ -	\$ 131.44
Operating Reserves	\$ -	\$ -	\$ -	\$ -	\$ -
Combined Misc Fundraising Expenses	\$ -	\$ -	\$ -	\$ (300.00)	\$ 300.00
<b>SUBTOTAL</b>	<b>\$ 30,218.21</b>	<b>\$ (36.80)</b>	<b>\$ 30,181.41</b>	<b>\$ 38,550.00</b>	<b>\$ (8,368.59)</b>
<b>Operations</b>					
PTSA Membership Dues	\$ 6,108.43	\$ (4,228.51)	\$ 1,879.92	\$ 2,600.00	\$ (720.08)
Interest Earnings	\$ 8.28	\$ -	\$ 8.28	\$ 20.00	\$ (11.72)
Annual Corporate Registration Fee	\$ -	\$ -	\$ -	\$ (10.00)	\$ 10.00
Bank Charges, CC and Paypal Fees	\$ -	\$ (54.00)	\$ (54.00)	\$ (150.00)	\$ 96.00
Charity Soliciting Registration Fee	\$ -	\$ -	\$ -	\$ (10.00)	\$ 10.00
Child Care	\$ -	\$ -	\$ -	\$ (60.00)	\$ 60.00
Copy and workroom materials for school	\$ -	\$ (679.51)	\$ (679.51)	\$ (1,000.00)	\$ 320.49
Council Scholarship Assessment	\$ -	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ -
Council Training Fees	\$ -	\$ -	\$ -	\$ (45.00)	\$ 45.00
Legislative Assembly Fees & Dues	\$ -	\$ -	\$ -	\$ (300.00)	\$ 300.00
Liability Insurance Premium	\$ -	\$ (290.00)	\$ (290.00)	\$ (310.00)	\$ 20.00
LWSD Levy Fund Contribution	\$ -	\$ -	\$ -	\$ (100.00)	\$ 100.00
State PTA Convention Registration	\$ -	\$ -	\$ -	\$ (500.00)	\$ 500.00
Supplies & Materials & Postage	\$ -	\$ (119.97)	\$ (119.97)	\$ (125.00)	\$ 5.03
WA-PTA Scholarship Basket	\$ -	\$ (113.59)	\$ (113.59)	\$ (100.00)	\$ 13.59
WSPTA Annual Awards Ceremony	\$ -	\$ (168.00)	\$ (168.00)	\$ (175.00)	\$ 7.00
General Meeting expenses	\$ -	\$ -	\$ -	\$ (400.00)	\$ 400.00
Contingency - Operations	\$ -	\$ -	\$ -	\$ (169.25)	\$ 169.25
<b>SUBTOTAL</b>	<b>\$ 6,116.71</b>	<b>\$ (5,753.58)</b>	<b>\$ 363.13</b>	<b>\$ (934.25)</b>	<b>\$ 1,297.38</b>

Student Support/Enrichment/Education					\$	-
Extended Classes	\$ 44,168.63	\$ (42,956.74)	\$ 1,211.89	\$ 1,000.00	\$	211.89
Assemblies	\$ -	\$ -	\$ -	\$ (1,200.00)	\$	1,200.00
Classroom Enrichment	\$ -	\$ (1,904.54)	\$ (1,904.54)	\$ (9,000.00)	\$	7,095.54
Academic Enrichment (EZ Grants)	\$ -	\$ (2,217.60)	\$ (2,217.60)	\$ (7,500.00)	\$	5,282.40
6th grade Learning Experience & Recognition	\$ -	\$ -	\$ -	\$ (2,250.00)	\$	2,250.00
5th Grade Level Learning Experience	\$ -	\$ (812.50)	\$ (812.50)	\$ (2,000.00)	\$	1,187.50
4th Grade Level Learning Experience	\$ 617.70	\$ -	\$ 617.70	\$ (1,500.00)	\$	2,117.70
3rd Grade Level Learning Experience	\$ -	\$ -	\$ -	\$ (500.00)	\$	500.00
2nd Grade Level Learning Experience	\$ -	\$ -	\$ -	\$ (500.00)	\$	500.00
1st Grade Level Learning Experience	\$ -	\$ -	\$ -	\$ (500.00)	\$	500.00
Kindergarten Grade Level Learning Experience	\$ -	\$ -	\$ -	\$ (500.00)	\$	500.00
Art Docent Fees & Supplies	\$ -	\$ (943.42)	\$ (943.42)	\$ (3,300.00)	\$	2,356.58
PTSA Discretionary Scholarships	\$ 1.35	\$ (212.42)	\$ (211.07)	\$ (800.00)	\$	588.65
IXL Schoolwide Subscription	\$ -	\$ (2,500.00)	\$ (2,500.00)	\$ (2,400.00)	\$	100.00
Schoolwide Science Fair	\$ -	\$ -	\$ -	\$ (1,000.00)	\$	1,000.00
AE School Student Safety Patrol	\$ -	\$ -	\$ -	\$ (250.00)	\$	250.00
Emergency Prep Consumable Supplies	\$ -	\$ -	\$ -	\$ (1,000.00)	\$	1,000.00
PTSA International Night	\$ -	\$ -	\$ -	\$ (750.00)	\$	750.00
Read Across America Week	\$ -	\$ -	\$ -	\$ (150.00)	\$	150.00
PTSA Reflections Student Art Program	\$ -	\$ -	\$ -	\$ (350.00)	\$	350.00
Morning Valet Program	\$ -	\$ (154.11)	\$ (154.11)	\$ (200.00)	\$	45.89
5th Grade Recognition Ceremony	\$ -	\$ -	\$ -	\$ (250.00)	\$	250.00
School "Team" Recognition and Support	\$ -	\$ -	\$ -	\$ (250.00)	\$	250.00
Contingency -- Student Support/Enrichment	\$ -	\$ -	\$ -	\$ (1,795.00)	\$	1,795.00
Surplus - EZ Grant	\$ -	\$ -	\$ -	\$ -	\$	-
<b>SUBTOTAL</b>	<b>\$ 44,787.68</b>	<b>\$ (51,701.33)</b>	<b>\$ (6,913.65)</b>	<b>\$ (36,945.00)</b>	<b>\$</b>	<b>30,031.35</b>
Community/Volunteer Involvement & Education					\$	-
Family Night -- Skate King	\$ 78.50	\$ -	\$ 78.50	\$ -	\$	78.50
Family Night -- Dance Event	\$ 2,289.69	\$ (1,591.06)	\$ 698.63	\$ -	\$	698.63
Family Night -- Welcome Back BBQ	\$ 630.00	\$ (847.62)	\$ (217.62)	\$ (1,000.00)	\$	782.38
Family Night -- Ice Cream Social	\$ -	\$ -	\$ -	\$ (500.00)	\$	500.00
Family Night -- Math/Game Nights	\$ -	\$ (49.44)	\$ (49.44)	\$ (50.00)	\$	0.56
Yearbook	\$ 303.00	\$ -	\$ 303.00	\$ -	\$	303.00
AE Staff Appreciation Food & Events	\$ -	\$ (1,308.57)	\$ (1,308.57)	\$ (1,800.00)	\$	491.43
Helping Hands	\$ -	\$ -	\$ -	\$ (50.00)	\$	50.00
PTSA Info Fair @ Welcome Back BBQ	\$ -	\$ -	\$ -	\$ (100.00)	\$	100.00
WA-PTA Golden Acorn Award	\$ -	\$ -	\$ -	\$ (130.00)	\$	130.00
WA-PTA Outstanding Educator Award	\$ -	\$ -	\$ -	\$ (65.00)	\$	65.00
Contingency Community & Volunteer Involvement	\$ -	\$ -	\$ -	\$ (154.75)	\$	154.75
<b>SUBTOTAL</b>	<b>\$ 3,301.19</b>	<b>\$ (3,796.69)</b>	<b>\$ (495.50)</b>	<b>\$ (3,849.75)</b>	<b>\$</b>	<b>3,354.25</b>
Parent Involvement/Education					\$	-
Distribution List Service	\$ -	\$ -	\$ -	\$ (150.00)	\$	150.00
First Week Packet	\$ -	\$ (286.96)	\$ (286.96)	\$ (1,000.00)	\$	713.04
Owl Outreach	\$ -	\$ -	\$ -	\$ (250.00)	\$	250.00
PTSA Welcome Coffee	\$ -	\$ (37.42)	\$ (37.42)	\$ (150.00)	\$	112.58
PTSA-AE Student Directory Production	\$ -	\$ (291.80)	\$ (291.80)	\$ (300.00)	\$	811.80
Contingency -- Parent Involvement	\$ -	\$ -	\$ -	\$ (92.50)	\$	92.50
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ (616.18)</b>	<b>\$ (616.18)</b>	<b>\$ (1,942.50)</b>	<b>\$</b>	<b>1,326.32</b>
<b>GRAND TOTAL CASH FLOWS</b>	<b>\$ 84,423.79</b>	<b>\$ (61,904.58)</b>	<b>\$ 22,519.21</b>	<b>\$ (5,121.50)</b>	<b>\$</b>	<b>55,281.41</b>

UNRESTRICTED CASH START OF YEAR: \$ 45,715.81  
UNRESTRICTED CASH END OF PERIOD: \$ 68,235.02

	ACTUAL IN	ACTUAL OUT	NET	BEGIN BAL	END BAL
Committed Grants					
Math Challenges		\$ (108.22)	\$ (108.22)	\$ 400.00	\$ 291.78
Kindergarten Early Reading Assessments		\$ -	\$ -	\$ 525.00	\$ 525.00
Birthday Book Club		\$ (680.07)	\$ (680.07)	\$ 700.00	\$ 19.93
Playground Peace Coaches	\$ 265.00	\$ (68.49)	\$ 196.51		\$ 196.51
WORD Conference	\$ 755.00	\$ (608.80)	\$ 146.20		\$ 146.20
Kamishibai Theater and Story Cards	\$ 397.60	\$ -	\$ 397.60		\$ 397.60
PNB Science/Movement Residency	\$ 800.00	\$ (800.00)	\$ -		\$ -
Leveled Library		\$ -	\$ -	\$ 515.29	\$ 515.29
<b>SUBTOTAL</b>	<b>\$ 2,217.60</b>	<b>\$ (2,265.58)</b>	<b>\$ (47.98)</b>	<b>\$ 2,140.29</b>	<b>\$ 2,092.31</b>
Operating Reserve					
Operating Reserve		\$ -	\$ -	\$ 14,175.00	\$ 14,175.00
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,175.00</b>	<b>\$ 14,175.00</b>
<b>TOTAL RESTRICTED CASH</b>	<b>\$ 2,217.60</b>	<b>\$ (2,265.58)</b>	<b>\$ (47.98)</b>	<b>\$ 16,315.29</b>	<b>\$ 16,267.31</b>

TOAL CASH END OF REPORTING PERIOD: \$ 84,502.33

DDA Acct \$ 65,538.40  
MRS 9407 \$ 6,172.69  
MRS 1407 \$ 18,616.47

TOTAL BALANCE PER BANK: \$ 90,327.56

Outstanding Deposits-Unrestricted: \$ 385.00  
Outstanding Checks-Unrestricted: \$ (6,210.23)  
Outstanding Deposits-Restricted: \$ -  
Outstanding Checks-Restricted: \$ -

TOTAL BALANCE PER BANK, ADJUSTED: \$ 84,502.33

DIFFERENCE: \$ -

## Appendix B: Communications Report

VP Khris Schaffner

### Communications

1)eNews:

A) StRuGgle SesSHON with the eNews this weekend....will try to sort it this week --- couple of odd characters missing from the right hand side of the page for SOME users-- maybe the odd characters will turn up?

B) Where did the Kindy Registration eNews list go?

3) Transition to new website home:

Chandana is setting up a wordpress site -- trying to work out road blocks...

We are going to port over to the 6month free trial office 365 during spring break.

## Appendix C: Fundraising Report

VP Chandana Surlu

### Fundraising at a glance

	2011-2012 Budget	As of Mar 4th 2012*	As of Feb 29th 2012
PTSA Donations	13,000	15,099.63	14,496.13
Corporate Matching	6,500	9,994	8,040.50
Volunteer Time Matching	2,000	3,553	2,465
BoxTops	500	589	240.50
Amazon	1,500	1,416.63	1,232.42
eScrip	2,000	1,970.12	1,532.08
Audubon Family Dinner Nights	1,000	957.82	957.82
Photo Fundraiser	350	0	0
Jog-a-thon	13,000	5,034.55	4,809.55
Everything Party (Other)	0	39.80	39.80
Jamba Juice (Other)	0	0.36	0.36
Terracycle	0	91.28	91.28
Fundraising Expenses	(300)	0	0
Jog-a-thon Expenses	(1,000)	0	0

\* These amounts will be in the PTSA account by June 30th 2012. There is a discrepancy because some checks have not been issued as yet, some checks have not arrived as yet.

### Membership report from Beth Benincasa, the Membership Chairperson

Last year's numbers:

Students: 537

PTSA memberships: 393

This year's numbers:

Students: 570

PTSA memberships (to date): 475

□ We have reached the Platinum level Washington State PTSA membership incentive by achieving a 20% increase from the previous year's membership enrolled. We will be paying up by March 30, 2012.

#### **PTSA Donation & Corporate Matching**

Most of the Corporate matching has been done! Chasing up the last few companies that do match but the employees didn't know that.

#### **Volunteer Time Matching**

Audubon PTSA receives \$17 for every hour MS employees volunteer and \$10 for every hour Boeing employees volunteer. A minimum of 10 hours must be accumulated before Microsoft will generate the 1st check to Audubon PTSA. **Please encourage all the MS employees you know that support PTSA to log their hours.**

**Staff: If you know of any Microsoft or Boeing employees who *regularly* help in the classroom, please let me know ([fundraising@audubonpta.org](mailto:fundraising@audubonpta.org)) and I'll follow up with them on reporting these hours.**

#### **eScrip report from Stacy Christofferson, the eScrip chair**

No report.

#### **Jog-a-thon (report from Khris Schaffner & Chandana Surlu)**

We had a meeting with Ms. Dickens and Mr. Lowery and we have started planning for this year's Jog-a-thon.

#### **Box Tops & Labels for Education from Colleen Ulrich, the BoxTops & Labels chair**

I just submitted \$200 in box tops. These are the box tops I just collected from the classrooms. As a reminder this is the last submission opportunity for this school year. We should be receiving a check by 4/15/12 for this submission plus the \$148.50 I submitted 1/2/12 (total expected 4/15/12 \$348.50).

The current point balance for labels for education is 21,220. We already earned our bank bonus points for this school year (bonus points will be deposited in August) by increasing submissions by more than 50% from last year). So I will hold the labels at home I just collected until after June 1 (this is when the new submission year begins). Unless the PTSA finds something in the catalog to purchase and need more points, just let me know!

I'll plan to run a contest after spring break. Maybe mid April.

#### **Amazon and other online stuff (linkshare)**

We did have our school supplies available through an Amazon store:

<http://audubonpta.org/AudubonPTSAStore.aspx>.

#### **EverythingParty**

Anytime you visit the store, tell the check person that you want the 10% for the school donation program to go to Audubon Elementary.

#### **Audubon Family Dinner Nights**

The next Audubon Family Dinner Night is at Dairy Queen in Redmond on Thu March 22nd.

#### **Jamba Juice School appreciation cards**

Support Audubon PTSA by presenting the School appreciation card every time you make a purchase at the Jamba Juice stores. Jamba Juice will donate 10% of your purchase to Audubon PTSA. Cards valid at JJ stores (not at Safeway, for example). See for <http://www.jambajuice.com/community-programs/jamba-in-the-community/school-appreciation-fundraising> for details.

**Smith Brothers Farms New for 2011-2012!**

This fall, Smith Brothers Farms is offering a **Back-to-School Special** to support all the great work parents contribute to our schools. Starting September 1 through December 31, 2011, anyone who signs up for their service using the Promo Code "PTA" will receive a \$20 credit for their first delivery and a chance to earn money for their school's PTA/PTO, at no cost to that organization. For every five people from a school who sign up for their service, they will pay that school's parent organization \$250! So if 10 families from a school sign up for service, Smith Brothers Farms **will write a check to their PTA/PTO for \$500!**

**Appendix D: School Services Report**  
VP Charla Mills

**School Services Area Reports**  
**March 8, 2012**

**Staff Appreciation- Julie Becker**  
No report

**Hearing and Vision –**  
No report

**Valet/Driveway – Roy Captain**

We are being challenged by parents insisting on making a left turn out of the drive in the mornings. This causes grid lock in both directions.

Last week on several occasions Roy had to run to the exit and insist that a driver make a right turn. One driver continued to stare at him through her closed window and only moved when one kind soul permitted her to break the rules and turn left!

Something has to happen to change this – our volunteers are beginning to feel it is not worth their while.

**Class Photos – Deb East**

Photo day for class photos and spring individual pictures happened earlier this week, March .

**Year Book – Deb East**

We are currently working on the yearbook. Some of the 5<sup>th</sup> and 6<sup>th</sup> grade kids are on our committee and actively helping with the yearbook. We have a cover and a theme picked out and now we are working hard to retrieve lots of pictures from staff, parents, and children. Our deadline is the middle third week of April, so we will be pumping for a while.

**Emergency Prep – Jennifer Malick**

Jennifer's main focus this past month has been the Student Release plan. She has been assisting Principal Dickens and the office staff to draw up an 'Unplanned Release' action plan. We have been creating documents and gathering the supplies needed to become prepared as soon as possible. Hoping to do an after school run through in a few weeks.

Ordering the general emergency supplies quoted/needed is next on my list to be done this month.

**Kindergarten Registration – Wendy Rice**

No report

**Appendix E: Events Report**

VP Kirsten Reddish

Events Report  
February 2012  
Kirsten Reddish

**Skate King** – the spring Skate King was well attended, with 136 skaters. The kids had a great time and we earned a modest profit (50c/ea = \$68). Attendance was slightly lower than in the fall (157 skaters)--having the event the night before winter break did not seem to dramatically encourage or discourage attendance. In the future, we might consider modestly increasing the admission price and giving a glow bracelet novelty to each skater.

**Science Fair** – the Science Fair went smoothly, thanks to our many volunteers. A note for next year, we will want to get the science fair on our back-to-school packet volunteer sheet, as this is an event that requires lots of help! Having plenty (20+) of parent observers allowed students to stand at their boards for a reasonable period of time and then head home—parents were very grateful.

**Read Across America** – We had the wonderful Redmond Police and Station 12 Firefighters reading to the children in their classrooms, Future LWSD Superintendent Dr. Traci Pierce reading at our Bedtime Stories event, Crazy Hat Day, daily Guess-the-Seuss-Quote trivia, and a Book Swap/Sale which earned \$50 for the library, while giving students a chance to affordably acquire new reading material. A special thank you to all our volunteers, Bedtime Stories M.C. Judy East, and our librarian JoAnn Heinz.

**Upcoming events!**

**Student Share Night / Ice Cream Social** – The ice cream social is in the competent hands of event chair Susan Proebsting. Principal Dickens has arranged for our LWSD Director of School Support David Larson to speak before the event (6-6:30pm). Then, families will proceed to their students' classrooms to enjoy share night. When departing share night, they'll receive a ticket from the teacher to use to receive their ice cream at the social--this will help make sure that all families at the social have participated in student share night. Thanks to the Crossroads Haggen Foods for donating the ice cream for this event, which should keep us well within our budget.



**Appendix F: Outreach**  
VP's Judy East & Roy Captain

**VP-Outreach Report**  
**March 4, 2012**

Kindergarten Outreach Update: We sent out our greeting letter to the parents who signed up for outreach at kindergarten registration. We will send Kathy (in office) a copy of the Summer Meet and Play schedule in April and she will attach it to her mailing that goes out to all registered kindy families. We will also have a brief paragraph in her mailing suggesting that people contact info@ to sign up for enews and invite them to International Night.

Website Outreach page: we are in the process of updating the outreach page on the website and plan on including some district resources.

**Appendix G: Student Enrichment**  
VP's Susie Wright & Deb East

**No Report Submitted**

**Appendix H: Ways and Means**  
Linda Hall

The committee needs to work hard in March to move forward the assessment of the various large purchases which have been discussed by the school community. A recommendation will be made to the PTSA Board related to potential ways to fund these items. The items include, but do not have to be limited to: microphone/speaker system, new outdoor sign and upgrades to the library's nonfiction collection. If PTSA Board Members are aware of other items which should be included, please send a message to Linda Hall. Thank you.