

Washington Middle School PTSA Special Board Meeting Minutes (Approved 10/1/18)
September 11, 2018, 6:30 pm
Washington Middle School Library

In attendance:

Laura Crain
Janey Petty
Bridget Backschie
Cliff Meyer
Casey Sommers
Sophie Dubé
YaVonne Hubbard

Melissa Pailthorp
Brindy Bundesmann
Aimee Sutton
Elaine Harger
Tania Westby
Emily Lieberman

I. Introductions

II. Appointment of Additional Board Members and Officers

Last spring, PTSA membership elected Cliff Meyer as Secretary and Laura Crain as Treasurer for 2018-19, but no candidates stood for other Officer positions. Today, acting as the Executive Committee of the Board, Cliff moved and Laura seconded the appointment of the following slate of officers and additional board members. The motion was approved and is to be ratified by a vote of the full membership at the next general meeting.

- a. Officers:
 - i. Cliff Meyer, Co-President
 - ii. Sophie Dubé, Co-President
 - iii. Bridget Backschie, Co-Vice President
 - iv. YaVonne Hubbard, Co-Vice President
 - v. Tania Westby, Co-Vice President
 - vi. Laura Crain, Treasurer
 - vii. Emily Lieberman, Secretary
- b. Additional board positions, not executive committee officers:
 - i. Casey Sommers, Volunteer Coordinator
 - ii. Janey Petty, Annual Fund Chair
 - iii. Elaine Harger, Staff Liaison and Equity Team Liaison
 - iv. Claire Hogan, Opportunity Grants

III. Action Items for Regular Board and General PTSA Meetings (and other to-do's)

- a. General Membership approval of PTSA Board slate above
- b. Recruit additional board members to represent WMS community
- c. Update & Approve Standing Rules (Brindy has a draft in progress)
- d. Draft a reserves policy (Melissa notes that as of 2019-20, city levy funding may no longer support HOST after-school programming, putting a big hole in the after school program budget)
- e. Update budget (there is the possibility of allocating more money), including 10k to principal priorities & more changes (Melissa will circulate a list)

- f. For agenda: seek reports from chairs/projects in advance of meetings; distribute reports along with agenda & minutes before meetings (Emily L.)
- g. Schedule regular board & general meetings (Cliff will follow up)
- h. Cliff will circulate an updated PTSA Board roster

IV. September 17 Community Q&A with Principal Butler Ginolfi

The PTSA Board discussed the upcoming Q&A to identify issues that may be raised at the meeting, and also framed a possible agenda in case that is helpful to Principal Butler Ginolfi. Cliff and Sophie will meet with her to share information from our discussion and collaborate about logistics.

1. Logistics

- a. Monday 9/17/18 at 7 p.m. in the WMS Cafeteria
- b. Meeting was requested by PTSA and will be run by Principal Butler Ginolfi
- c. Translators: Sophie will collaborate with WMS to translate fliers and provide translators to the extent possible, prioritizing Amharic, Spanish, Vietnamese, and Somali. Possible resources for finding translators include WMS families, HOST Devin Murphy, and bilingual staff.
- d. Advertising the meeting will be via principal email, robocall, and fliers (Sophie will make fliers Wednesday; Emily and Janey will copy and put in advisory teachers' boxes on Thursday for distribution on Friday).
- e. PTSA membership forms, fliers, and volunteer signups will be available. Janey and Casey will have a table with these items and nametags. Bridget will bring cookies and Cliff will have water and cups.
- f. Meeting Advance Planning
 - a. It would be helpful for Ms. Butler Ginolfi to prepare and distribute a Q&A document at or in advance of the meeting.
 - b. Is it possible to include staff from programs that were changed or who were involved in program changes—Music, Languages, ELA? (Mr. Payne who chaired the BLT? Kate Roberts?)
 - c. It would be helpful to speak to the plan for / commitment to engagement with WMS community (kids and/or families) about policy changes.

2. Possible Agenda Format

- a. Ms. Butler Ginolfi introduces self and PTSA Co-Presidents, who have a couple of minutes to explain what PTSA does, membership, volunteering.
- b. Presentation of philosophy—how do you assess the school where it is & where do you want to see it go?
- c. Overview and source of recent changes, including BLT/staff involvement
- d. Parent Q&A
- e. Goals for this year

3. Likely Questions

- a. Scheduling
 - a. How was scheduling different this year from past years?
- b. Languages

- a. Why are we eliminating language programs instead of encouraging all students to take them?
- b. Why can't we offer Spanish to 7th graders if we have a Spanish teacher?
- c. Is it possible to restore language offerings for this year?
- d. Is the elimination of languages due to having HCC designations at school?
- c. Music
 - a. What changes have been made to the music program?
 - b. Hiring update
- d. Can the PTSA pay for teachers?
- e. What does HON vs HCC mean on schedules?
- f. Resource allocation
 - a. How are resources allocated to all students, including both HCC and non-HCC?
 - b. What classes are made bigger and what classes are made smaller? Is there a legal funding cap?
- g. Rule changes
 - a. Limited hall passes
 - b. Lunch structure, are kids required to stay in lunchroom?
 - c. Kids can't go to library or outside at lunch?
 - d. Shortened passing periods
 - e. Is there a WMS student handbook?
 - f. When do kids get to go to the bathroom/bathroom access?
- h. What is the plan for / commitment to engagement with WMS community (kids and/or families) about policy changes?

V. Adjournment

The meeting was adjourned around 8:20 p.m.