

Washington Middle School PTSA Board Meeting Minutes September 9, 2019 • WMS Library, 6-8 pm

5:45 Executive Committee Meeting: Discussion of roles and communication with school

Present: Cliff Meyer, Laura Crain, YaVonne Hubbard, LaKesha Kimbrough, KL Shannon, David Wasserman, Emily Lieberman, Elaine Harger, Nyomi Garcia

Joined for board meeting: Principal Hunt, Mr. Murphy

1. Call to Order at 6 pm, Introductions

2. LaKesha led a group exercise

3. Meeting minutes were unanimously approved with no amendments

4. Principal's Report

1. 30, 60, and 90 day plans are on the WMS website. The school is working on building relationships, creating a safe and positive environment, and challenging all kids in all classes.
2. Kids have schedules
3. Still working on .2 orchestra position
4. Ms. Washington is the new office administrator, meetings can be scheduled with Ms. Hunt through her or via email
5. WMS App will be up & running by curriculum night; Laura will arrange PTSA reimbursement for app
6. Asking for PTSA support with 3 items: staff breakfast Sept 11 or 25; staff appreciation week; June 17 8th grade promotion
7. Curriculum night is 9/26 if PTSA wants to have a table
8. Levy money: this year 12 middle schools plus partner organizations all applying; Ms. Hunt is working on WMS's application
9. Q from PTSA: what do you need from us? A from Ms. Hunt: we'll reach out after schedule is finalized
10. 9/26 TAF info session is cancelled and tentatively rescheduled for 10/19; TAF will have a table at curriculum night
11. More calendar information is available from the district calendar

5. Review of the multi-year goals created in 2018-19

Plan is to hold a Retreat to refine these goals & actions in support of them

Also at retreat: talk about communication norms & roles this year

Observation: need more kids "S stands for students"

Seek more representation for board, work with community partners

Retreat Possibilities: 9/21 anytime, am of 9/22, Oct 5 or 6; Ya'Vonne reaching out to

LaKesha

Retreat Plan: Eating, norms, communication, goals, roles, gaps

6. Budget

- HOST request for \$7,900 for lunchtime supervision (this would be adding a second HOST employee for lunchtime)
- Motion: Emily moves to approve HOST request as an opportunity grant, Casey seconds, unanimously approved
- We will ask the general membership to increase the allocation for opportunity grants at the first general meeting since we have already spent this big chunk.
- The Washington App (and any other items within the Principal's special allocation): Board approved without a vote the principal's plan to spend the money allocated to paper planners on the WMS App instead, and will reallocate any resulting surplus

7. PTSA events & future meetings -

- PTSA Friday Coffees will be scheduled; Cliff/YaVonne will ask principal if she's going to do something like this
- Ideas for General/Community meetings—discuss at retreat

8. Outreach, Communications & Membership:

- Welcome Packet, Membership Drive, Purple Press, Directory—Cliff/YaVonne/David to produce content; Emily will make copies & distribute
- Translations and other initiatives to expand outreach: Casey & David to advertise that we need help with this

9. Board & Other Nominations

- Unfilled key roles: Events, Membership, Fundraising, BLT (1 position?)

Meeting adjourned at 8:12