

**Gresham Arthur Academy
Parent Organization
Meeting Minutes for November 19, 2007**

In attendance:

President-Tamie Tlustos-Arnold

Vice President- Kathy McKay

Treasurer- Vicki Sifuentes

Fundraiser Coordinator- Kim Brewster

Publisher-Brandie Sims

Secretary-Andrea Tessier

Field Trip/Event Coordinator- Karoline Calvert

Also in attendance: Caryn Strutz, Sara McKay, Amanda Webber, Jami Wallace, Angi Gaona.

1.0 Review Minutes & Opening: Called to order 6:35 p.m.

1.1 Approve minutes from – 11/05/07

Minutes were approved. Minutes from 9/10/07 still to be received from Angi Nichols.

2.0 Tabled Items

2.1 Budget Planning-Tammi has prepared a worksheet packet to better help us layout expenses versus income. Goals set for individual fundraisers and expenses. Refer to attached sheet for breakdown of goals for individual fundraising

2.2 Yearbook- Life touch will be providing yearbook formats. We will need approximately 75-100 copies. The book is 16 pages. The cover must be in by December 5th. April 1st all pictures must be in. Yearbook will be received on June 6th. Students voted for mascot and will be voting on yearbook cover. GAA will be the Lions. Also addressed were pictures. There will be an opportunity to take volunteer pictures for lanyards for regular volunteers. May 2 will be a school picture kids will be asked to wear navy shirts with khaki pants for picture. Spring pictures will be April 1st. Students will not be required to wear uniforms on this day.

2.3 Parent night for Playground-Email and flyer for donation meeting to get scope of parents able to donate services. Tammi will work with Ryan to see what the priority needs are. January 7th will be board and parent meeting.

3.0 Reports:

3.1 President-no reports

3.2 Vice President-More communication and verification of dates of meetings and content of newsletter needed. CPR certification not required for volunteers. Teacher will always be present. Lunch volunteers need food handlers' card. Agenda communication suggestions to process reports just on board members job description. Agenda provided a week ahead of meeting requested.

3.3 Treasurer: Profit/loss sheet attached. Payment for Sally Foster not yet recorded.

3.4 Publisher-no reports

3.5 Fundraising Chair-Food drive barrel to arrive soon. Caryn will make an announcement during Movie Night, December 7th, appreciation for parent involvement with fundraisers. Kim will be checking into Container Company, a recycling

3.6 Event Chair-Omsi field trip to occur between December 10th and 14th. Sack lunch needed, parent volunteers needed, our goal is to pay for all students. Parents are encouraged to bring their membership cards as Omsi will be accepting them. Volunteers will be \$2. There will be 3 maybe 4 all school fieldtrips.

3.7 Volunteer Coordinator-Jamie has developed new system for volunteer sign up. Ryan has also developed copy procedure for teachers to have all of their work copied beginning of the week.

4.0 Old Business:

4.1 Health Screenings-

4.2 Unicycle Club-Concern arose from parents regarding funding being allocated to buy equipment for club. Different avenues are being explored. Suggestions made for parents interested to form committee and plan individually for club.

5.0 New Business:

5.1 Meetings-Members agreed to raise occurrence of meetings to twice a month. Parent concerns will be addressed in newsletter through feedback information form soon to be available. 1st meeting of the

month encourages parents to attend. Board approval of the newsletter will also be addressed this meeting. 2nd meeting will be the majority board issues, budget, and reports.

5.2 Lowe's Grant-Kim will be learning how to write grants. She will be writing for Lowe's a maximum of \$5000.00. Grant must be submitted by February 15th. Board named this "Build our Playground". Oregon Lottery is an invite only grant. Possible Costco grant, further info to come, goal is 2 per school year.

5.3 Popcorn Machine- Motion approved for purchase of popcorn machine from Costco with a maximum of \$289.00

5.4 Giving Tree-Suggestions needed.

5.5 Uniform Trading program-Uniform recycling program discussed, get what you put in program. More information to follow.

5.6 Exciting News to Share- TOWN & COUNTRY FENCING has offered to donate chain link fencing around playground, soccer field, basketball courts. See Donation Sheet & Map. In exchange for donation, GAA will post their business sign on the fence. Total cost donated \$2,450.00, out of pocket for GAA \$510.00. GAA will be responsible for constructing fence as well as outside facilities. A committee is being formed of volunteers to build fence. An auger will also be donated. Caryn will be looking into possible concrete donation as well. Fence must be on record by December 31st, 2007. Motion approved to cut check for \$510.00 to Town & Country Fencing. Congratulations GAA! Thank you Caryn for all your hard work!

6.0 Member Input:

7.0 Next Meeting: Next meeting set for December 3rd, 2007 at 6:30