

PSO Meeting  
September 21, 2009  
Mary Woodward cafeteria, 9:00AM

Board Members Present: Natasha Ryan, Jill Weinstein, Lisa Stroud, Deborah Anderson, Kathy Belden

Natasha welcomed everyone to the first PSO meeting of the school year. Everyone attending introduces themselves and some people volunteered for the carnival and spring fundraiser during introductions.

The Minutes from the May 2009 Meeting were read and approved.

### **Treasurer's Report**

The treasurer reviewed the prior year profit and loss vs. actual. Income was up for the year mainly due to the spring fundraiser. We are ending with a ending fund budget of \$68,104.53. We then reviewed the proposed budget for this year, some items noted during the review were:

- For the current year we are estimating the spring fundraisers to be close to the actual from the prior year as opposed to the prior year budgeted income.
- The PACE program is new this year and will bring in some additional income.
- There is \$5,659 budgeted for four document cameras this year, this will put one document camera in each classroom. \$4,000 of this amount was raised at the spring fundraiser and is already allocated toward this purchase.
- Bridging the Gap is asking for all PSO's to donate \$1,333.
- Garden support - For the past two years a grant from the Tigard Tualatin School Foundation was used to support the Mary Woodward garden, in the current year all of the TTSF funds went toward Bridging the Gap and reinstating the music program to full time. Each year Vicki has used the funds from the TTSD to go toward garden expenses and provide a stipen to the three people who devote so much time to keeping the garden thriving. After a lengthy discussion regarding the garden we propose to cover the garden supplies and stipen for the current year.
- Based on the school estimated requirements we are going to reduce this amount to 11.2K.
- School supplies - We have allocated \$5,000 toward discretionary school supplies only to be used in the event it is necessary. With the reduction in funding from the district the school supply budget was cut by approximately \$10,000. This amount is only to be used if it is absolutely necessary due to running out of paper, etc throughout the school year, currently the school has budgeted for and is planning to use the budget they were given from the district.

There was a question that with all these additional expenses, what has been cut to help pay for these differences? The main areas that we are spending less during the current year is textbook class materials are not being purchased by the PSO iin the current fiscal year, Instructional support has been reduced from \$20,000 budgeted in the prior year and only \$11,200 budgeted in the current fiscal year, there was a sound system purchased in the prior year and innovative grants awarded in the prior year, neither of which will be current year expenses.

The budget was voted on and approved.

### **Volunteer Coordinator**

We are happy to report all chair positions are filled except for carnival. There are a few people that signed up to chair and assist with the carnival, Michelle, the chair from last year will be contacting these people - Hooray!!!!!!!!!!

District is asking that all volunteers now sign a volunteer release form so please sign it! Technically we are not able to volunteer at all until we sign it.

There are profiles on help counter and an email has gone out with the instructions on how to access it. Please go and update the site with your child's teacher so that we can have accurate information in the help counter. Help counter allows you to log in hours from home, update profile, and information for your child including teacher and grade. In addition, please be sure to log hours, we report the hours to the district and the district uses the information when considering new programs etc. It is important to show and report the large parent support that Mary Woodward uses and appreciates.

All of the forms for back to school night are ready and in the teacher boxes.

### **Spring Fundraiser**

For the current year we are considering "A night at the races" This would be coordinated through Wild Bills and would consist of horse races using script. The winner would get raffle tickets to be used for a raffle. There will also be a silent auction component to the evening.

### **Staff Appreciation**

Currently we are recognizing birthdays for staff members and planning for lunch at conferences in October.

### **Ice Cream Social**

Another successful year! We went through 672 ice cream sandwiches - next year we suggest to get 8 or 9 cases to make sure there are enough. In the end we had to turn adults away for ice cream. We need new chairs for next year, if anyone is interested please let Deborah know. It is a good idea to do it the night before school and to use the Ambassadors. We also suggest to have a specific committee person to be a liaison person to communicate with the Ambassadors.

### **Specialty Fundraising**

In past has been restaurant fundraisers, the job this year has a new activity called PACE. We are going to try it out this year to see if we can get the program started and grow it in future years. It is the first year the program is offered in Oregon. We are sending out packets this Friday to students and their families. The way it works is you register your credit card with them and when you use the card at any of the stores that participate in the program then a percentage of your purchase goes back to the school. There is a registration fee of \$30 of which \$10 goes directly back to our school. In addition, the first time you go to each of the participants you get back a 20% rebate check in the mail, the rebate is not at the time of purchase. We are hoping for 20% participation for this year. The more people who sign will likely increase the number of vendors that participate over the next few years. You can register up to 25 credit cards - so you can register not only your credit cards but aunts, uncles, grandparents, etc. Mary Woodward will get residual back every month. Every year there is a renewal fee of \$30. We hope to each year to get more and more people involved in the program. When you sign up, each of your children gets a small incentive gift.

We are also working on getting set up with monthly restaurants and/or activities. We are approved for McMenamins again this year as they were excited about our participation last year. A suggestion was made regarding Chuck-e-cheese.

### **Jog-A-Thon**

Robin would like to give a huge thank you to her committee and the staff that has helped with the Jog-a-thon. Mrs. Niemi will be at Mary Woodward on the day of the Jog-a-thon. The Jog-A-Thon kicked off officially on Friday, 9/18 with the lunchtime assemblies. Students took home pledge envelopes and information about JAT for their parents. Our goal is to generate an average of \$60 per student. Because we are in uncertain times we have been very careful this year about expenses so as much as possible goes directly to the school.

Students are currently collecting pledges, they are to bring their pledge envelopes back to school between 9/28 and 10/1 without money. This allows us to enter their pledge information in advance of JAT and make processing very efficient on that day. Every child who turns in their pledge envelope will receive one Eagle Buck to spend at the book fair, this is in place of the water bottles from previous years.

Classroom volunteers will be solicited during Back to School nights. JAT is 10/2, please ask for good weather. After children run their laps, their pledge envelope will be returned to them so they can claim their pledge money and bring it back to school. Pledge money is due back the week of 10/5-10/8. Children will receive additional Eagle Bucks depending on the amount of money they submit. Any Questions please direct to me at [robinmcfall@verizon.net](mailto:robinmcfall@verizon.net) or 503.590.3718.

### **Art Lit**

Will be recruiting at back to school night. The first artist in October is Salvador Dali, the first meeting will be during the first week of October.

### **Enrichment**

Forms went out and sign ups have begun.

### **Presidents Report**

There will not be a principals report today as Vicki is out sick.

We were thinking of providing tours of the garden at some point so people realize how much work and how much is involved in the garden. The garden donates weekly to the Tigard Community House. There was a suggestion of doing ladies luncheon in the garden to help offset some of the costs of the garden.

Caring closet bucket needs to get back up and running - At Tigard High there is a portable that take in donations - they help out families that need clothes, sheets, towels, hygiene projects. Families go thru the school counselors to get clothes they need. Last year they helped approximately 1500 children. Caring closet needs new items, twin sheets, towels, toilet paper, hygiene products, laundry soap, and gradeschool boys pants. Used shoes they accept but they prefer new shoes. Molly Smith is the liaison for our school, however we need a volunteer to once a month take clothes from our bucket home, wash them and donate them to the Caring Closet.

Newsletter - is going to be every other week, except we send one out in each of the first two weeks.

Mrs. White is our teacher liaison for the current year.

Meeting adjourned at 10:00AM.