

**Shorewood High School  
PTSA Board  
Meeting Minutes**

Group: Board Meeting  
Date: 09/06/16  
Time: 7 pm  
Location: SWHS Career Center

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Notice of the meeting was given to those entitled to receive notice. Quorum was met.

Attachments: Agenda, Attendance Sheet, 5/3/16 GM Meeting Minutes, 2016-2017 Standing Rules, 2016-2017 Budget, 2016-2017 Roster, Board Reports, 2016-2017 WSPTA Standards of Affiliation Contract

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**1. Call to Order**

- a. The meeting was called to order at 7:04 pm.

**2. Approval of Minutes**

- a. The minutes from the 5/3/16 General Membership meeting were approved as submitted.

**3. President's Report**

- a. The standing rules will be voted in the next meeting, which is the Oct. General Membership meeting.
- b. The goals will be updated and reviewed in the Oct. General Membership meeting.
- c. Regarding bank signers: Remove Lisa Surowiec and add Diana Ensenat. Reiko Shigemoto to remain a signer.
- d. Bank statements will be mailed to Brian H.'s home address (he is not a bank signer)
- e. Regarding Council meeting attendance: would like a rep to go each month. It is the last Monday of the month at 7pm in the Shoreline Center. There is a theme each meeting. Diana, Suzanne, Krista and Lori are on the Council. Membership is the theme for the meeting on 9/26 and Krista is planning to attend.
- f. Open Positions:
  - i. Directory – Chris Stuvek is continuing to do
  - ii. Facebook Page – an important role to fill
  - iii. Review was done of the open positions and the timing of needs. Focus is needed now on helping Mary Lynn and the Communications team and with Staff Appreciation.
- g. Open House and PTH
  - i. Oct. 6<sup>th</sup> starting at 7pm – need people starting at 6:30pm to help pass out EQC and PTH forms. Also need help at the end of the night to collect bags from the classrooms.
  - ii. Wendy Z. will take the money and forms home that night. Need 2 people the next morning to help with the counting.
  - iii. A new video is being worked on that will be shown in the classrooms during Open House.
- h. Training
  - i. Elected officers all need to take a class this year. Someone also needs to take PTA and the Law this year.
- i. YE Financial Review
  - i. Findings: Treasurer to keep a copy of the signature card, complete the bank reconciliation prior to the audit.
  - ii. **Motion** made by Wendy Z. to approve the YE Financial review, motion seconded, no comments, all in favor, motion passed.
- j. Resolution made in appreciation to ABC Driving School.
  - i. **Motion** made by Mary Lynn A. to approve, motion seconded, no comments, all in favor, motion passed.
- k. Sponsorship of Community Night Film *Most Likely to Succeed* – Mary Hart, guest
  - i. It's on 9/25 3-5:30pm, child care will be available. Panelists include Rebecca Minor and Linda Smith, a 3<sup>rd</sup> grade teacher at Meridian Park. Would also like to get a SW teacher that incorporates projects in their teaching. Also hoping to get more PTA's involved.
  - ii. The motion itself was read by Mary Hart.
  - iii. **Motion** made by Mary Lynn A. to approve the SW PTSA sponsorship of the film, motion seconded, no comments, all in favor, motion passed.

**4. Principal's Report**

- a. No Report

**5. Financial Report**

- a. No Report

**6. Director Reports**

- a. Vice President – Open
- b. Programs – Diana
  - i. Fall dates for SAT are being discussed now.
- c. Student Services – Anne
- d. Communications – Mary Lynn
- e. EQC – Kerry
  - i. Staff grant requests will go out the end of Sept./beginning of Oct.
  - ii. Goal is to have information to the School Board at the beginning of Dec.
- f. Family Services – Wendy
  - i. A lot of supplies have been sent to the school from Community Cares.
- g. Legislation – Suzanne
  - i. Proposed bond levy – Suzanne read the description – will be shared out to all PTA's. If it's decided to go forward with the bond levy vote it would be in Feb. 2017 and looking at the replacement of Parkwood and the replacement or refurbishment of Kellogg and Einstein.
  - ii. PTSA's can work on getting out the vote and getting information out about the levy but cannot take a stance one way or the other.
  - iii. School Board will review on 9/26.
- h. Membership – Lori and Kristi
  - i. PTSA board members need to get their memberships in by 10/1.
  - ii. From the Back to School BBQ: 18 joined, 148 contributed to PTH and 62 to EQC.

**7. Unfinished/New Business**

- a. None

**Next meeting:** General Membership Meeting on Tuesday, 10/4/16 at 7:00PM in the SWHS Library.

The meeting was adjourned at 8:10 pm.

Recorded by:

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Reiko Shigemoto, SWHS PTSA Secretary

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Date Approved