

**MINUTES**  
**BHIS PTA Meeting**  
**10/6/09 at BHIS Library**

- Maythia Airhart, President
- Dave McGeoy, Vice President & Legislative Chair
- Susie Murphy, Principal
- Jill Davies, Membership
- Allison Delong, Co-Chair Fund Raising
- Sung Lee, Secretary
- Erin Musser, Co-Chair Fund Raising
- Kate Poux, PTA Liaison
- Ortencia Santana, Latino Committee Advisor, works with Noemi
- Leslie Stewart, Treasurer

New Boundary Lines were posted today! Let's think about families---siblings, etc. What will they be going through?

1) Kate Poux (20) 0.4 is her time.

- She is also available on Wednesdays. She has ideas how PTA can work closely with teachers. Has a 4-year-old, who might be able to attend BHIS next year.
- Definition/Name of her role: **Teacher Liason**. Kate says teachers want to communicate better with parents, especially since Beacon Hill has become an international school. Last year's survey for kindergarten families was summarized by her. Parents were curious how much and how to communicate with teachers. Can PTA plan a low-key event that teachers don't plan, but can attend?
- Professional Development Days are dedicated to conversations about international school. Dr. Murphy can only require teachers to be at school if they are paid. Maythia needs to make sure PTA is working on its priorities as well. Collaborative events need to be defined clearly by specific events/programs.
- In some schools, extra money can be used for grants. Our PTA needs to be very clear on defining the process and be ready for the potential of an audit. The clearer we are on infrastructure, the easier it would be to recruit potential officers for the executive board. Our next step is to review our budget and see if PTA can offer a mini-grant for teachers. Ortenica says that Angela Castenada has applied for PTSA grants of \$300 for family engagement, which has paid for pizza the last three meetings.
- Kate's idea: Language classes for parents. First hour-instruction in target language. Second hour-families get together and speak. Of course, childcare would be written in the grant. Sometimes, high school students are involved. The fund raising committee needs a grant writer and a manager. Kate will send information/model later.

2) Susie's update (10mins)

- New Student Assignment Plan is the big news for the week.
- PTA officers may be receiving questions.
- Copies of the plan are available at school, including a computer with the website available.
- You can type in your home address to see where your incoming child would be assigned, even for middle school.
- Feedback meetings may change the boundary lines.

- Washington and Mercer are middle school contenders, but Denny makes the most sense, with Mandarin and Spanish already there.

### 3) Reimbursement for Shannon Foster (5mins)

- A break-in to the school occurred two weeks ago. She lost over \$100 in receipts.
- Consensus: PTA will reimburse her for her loss.
- Teachers should submit receipts on a more regular basis. Maybe Kate clarifies the process for teachers. Leslie will send it out and ask for feedback.

### 4) Bylaws and Standing Rules (60mins) changed to 20 mins.

- Vice president instead of two co-presidents
- Membership dues, \$12 for one or \$20 for family this year. Other schools are \$10. Get bodies in the room! Can we offer scholarship dues for a certain number of volunteer hours? What is the cost differential? Will this raise more problems? Non-English speakers may need more coaching. Or PTA members can sponsor other memberships. Table this for now.

5) Meeting times are the first Tuesday of every month. New time: 6:00 PM at the BHIS library. Executive committee officers are the four elected officers: President, VP, Secretary, and Treasurer. We need to review the by-laws. Maythia will convene the meeting. They will bring it to the larger board for recommendations. Board of Directors is the Executive Committee plus the Chairs of the other committees.

6) Jill on Membership: E-mails from the Seattle Council. Do these get sent to all members? Do we streamline these?

### 7) Announcements/updates

- Budget-Leslie presented the form. Can Leslie get the form 3-5 days earlier than the meeting, so we can review it and then discuss it?
- Fundraising Committee update-Stapler Party on Friday from 6-8 pm at the Musser home. Erin will meet with Andy and Sue for the Walkathon. Labels of student names have already been printed. Once envelopes are out, there's a little time for music, etc. She has spent \$44 so far. Maybe parents can get sponsors as well?
- Angela Johnson has stepped up to be the Events Coordinator, son Bowie Newwirth, in Spanish immersion. [yoangela@gmail.com](mailto:yoangela@gmail.com), 206-465-4105.
- PTA & the Law-the four officers need to meet and present recommendations.
- Dave's report from conference in Olympia-221: a token contribution from each school, maybe \$1,000. He'll be building momentum to construct a budget proposal for legislative money to go to campaigns, rallies, etc. PTAs should be program driven, not budget driven. This shift in perspective can lead to significant contributions for real change. Maybe we need to do something big. For example, look at Ms. Vogel's art room that is shared with the Multi-Purpose room
- Other
  - Mail goes to a locked cabinet, especially money related items after being in with the other mail. What is the system? Jill has been checking it once a week. Is there a better system? Can there be a box for each officer in Nancy's office?
  - Distribution of checks from Leslie
  - Leadership Program binder will be put in Nancy's office.
  - Sung needs the Secretary binder. Michele has it.

#### 8) Action Items

- Leslie will amend format of the financial document to better reflect the categories under the headings
- Leslie will review the teacher expense reimbursement form and draft policies for review by the Board of Directors
- Maythia will convene a meeting of the Executive Committee for drafting the Standing Rules