



REDDING SCHOOL ARTS

# Parent Teacher Club

Meeting Minutes from September 28, 2011

Adopted 10-26-2011

**Meeting called to order at 8:00am**

**Minutes distributed from May's meeting**

Minutes reviewed.

## **PRESIDENT'S REPORT (Laura Porzio)**

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Officer introductions – Board for 2011-2012 School year will be:

Laura Porzio – President

Hilly Wallis – Vice President

Maureen Gaynor – Treasurer

Sarah Frey - Secretary

This board has committed to serving two years, this being our second, but we cannot commit to a third. Ideally, we would like two new people who are interested in serving on the board next year to start as assistants this year so that next year the board is not completely new again. Anyone interested in the President or Treasurer roles is encouraged to come talk to us. As an assistant this year, we would do what we could to include you on what the board is doing and how to do the main functions of the job you are interested in. Its a lot of fun. Again come talk to us if you are thinking about it.

Welcome to the new school! It has been a rushed year so far but we seem to be settling in now. PTC meetings are normally an hour and a half – today may be 2 hours as we have lots to go over. We have created a Facebook page to help increase our communications with parents. Please 'like' us if you are interested in getting announcements, reminders, event info, and status updates on projects. We also post pictures and articles of interest. Check out RSA PTC

Also we have a new central email this year! This email address will follow the board and remain the same as the board members change. Please send emails to [RSAPTC@rsarts.org](mailto:RSAPTC@rsarts.org) We will all then receive a copy and do our best to get back to you in a timely manner. (Currently under construction. We will let you know when it is working.)

T-Shirt order forms are available at the front desk as well as online. Consider buying your student some logo wear for upcoming spirit days and field trips. The fall order is DUE FRIDAY there will be at least one more order for the year, likely in the spring.

At the end of the year last year a survey went out to parents. In the survey we learned that 36% of respondents wanted meetings during the am – and %49% said they would

like the meetings at night. So we are going to try it a night meeting and see how many people come. If enough people do not show at night we will go back to morning meetings all the time. The next PTC meeting will be at 5:30pm in the community room, October 26<sup>th</sup>.

### **VICE PRESIDENT'S REPORT (Hilly Wallis)**

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We have a new chair for clothing exchange! – Jenny – Please bring in any RSA logo wear or mandarin costumes that your children no longer fit into. You will receive a ticket for each item or mandarin costume, even if it is 2 piece. Please nothing stained. A parent asked if we would also be doing dance wear (or costumes). However, Theater Booster club is thinking about doing a used “dance and costume store” and since this is more their domain we don’t want to step on anyone’s toes. If you are interested in helping make that happen or when it will be available, please speak with the TBC. [We will let you know if we hear anything.]

### **TREASURER'S REPORT (Maureen Gaynor)**

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We have printed a balance sheet for you all. We have about \$43600 cash in our checking account and an additional 12K in a CD as our bylaws require to cover this year’s obligated funds. We just received our Scrip inventory. We have about 6K in inventory. See Jennifer in the office to buy scrip. In December, we will have weekly booth sales and hope to have a credit card machine to make it even easier. For those of you who do not know how scrip works, it is an easy way to earn money for our school spending money on things we would be purchasing already. You buy scrip cards (like gift cards) from the office and then spend them as you would a gift card. A percentage of each purchase (each store is a different amount) is then credited back to the school. If you are already buying gift cards as presents, please buy them at school. It will save you an extra trip out and the recipient will not know the difference.

Another ongoing fundraiser currently going is the SJ Denham Tire program. Every tire you buy they give us \$5, so a set of tires of would earn our school \$20. Be sure to mention RSA when you are making your purchase. SJ Denham has supported and continues to support our school through this program and the auction.

If you are interested in being treasurer, come talk to Maureen!

### **GOVERNING BOARD PARENT REPRESENTATIVE'S REPORT (Laura Barnett)**

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Laura Barnett is our newest governing board parent representative. Stephanie Byars-Dickie is our other. Laura reported that they had a meeting last week. There has been a lot of emphasis on New school, new campus... everyone is feeling the same pain but things are starting to get worked out. For the most part things are going smoothly.

Many kids have started to ride their bikes to school. RPD has given approval for bike riders to use the sidewalks on Shasta View. They will be adding additional sidewalks and 45 parking spots for the teachers on the south end of the building in the coming weeks. The RABA bus stop on the north end of the school on Shasta View. Stripe marks are being added to sidewalks to make them more visible.

The students will be practicing fire drills this week.

RABA is going to begin October 3<sup>rd</sup> Passes are on sale at the office desk, they need at least 25 passes. Monique will talk more this. Columbia school district will provide a bus that stops at Deschutes (Chevron) as well as at the 84 Lumber BLDG.

FPAE sponsored "Night Under the Stars" is coming up 75% of proceeds will be going to the theater program while the other 25% will go directly to the school.

The school has received a few requests from the public to use amphitheater. The school is looking into how we can do make it happen and leverage the potential revenue source.

The Moon Festival was bigger this year. 300 people attended up from 75 people last year. Nice event.

A few new officers for the governing board this year: President is Jon Oldham, VP Robyn Seamans and Stephanie Byars-Dickie Secretary.

The school is currently working on getting WASC accreditation . Mrs Dunaj is heading this up. Application process is started, visitors will come soon to see if the application accurately reflects what is going on at the school. The board will be looking for parents to read through the docs and help through the process; if interested talk to Margaret. The visitors will be asking parents on campus if they know the school motto – Where Education and the Arts Connect. Please know the motto! WASC accreditation will allow us to apply for different grants and other perks we don't currently have without the accreditation.

### **TEACHER REPRESENTATIVE REPORT (Rebecca Lahey)**

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Rebecca is back this year as our Teacher Rep. A reminder, Monday the 3<sup>rd</sup> through the 10<sup>th</sup> are all minimum days and parent teacher conferences begin on Tuesday.

### **DIRECTOR'S REPORT (Margaret Johnson)**

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Work is still being completed on the school. This week they are replacing decomposed granite with concrete sidewalk and adding paths. They had decided to wait a few weeks into school to see where kids naturally walked before adding paths through the grass from the playground.

Thursday will be first the fire drill – teachers will practice today and Thursday they will do the bell. The safety committee is made up of several people on campus and a parent

- if anyone has an interest or background in facility or grounds safety we would love your input please email Margaret.

The Finance committee is also looking for parent help. Email Margaret if interested. Specifically looking for parents with business backgrounds to review financial reports and make recommendation.

Please remember to use the 'Sign In' table before going past double set of double doors in the office. Sign in is required whether you are volunteering or just visiting. Even if you are running in to use the restroom.

Please remember to record your volunteer hours. PTC meetings count as volunteer hours as it is very important to be aware of what is going on with your children's school.

Our motto again is "Where Education and the Arts Connect". What does it mean? We are an interdisciplinary school. It means science interfaces with art, it means we sing about history, we sing, paint, dance, read, write and do math. Ex We were able to incorporate Science standards, Social studies, Mandarin characters on our Lassen campout. The school's long term goal is to prepare students for high school and beyond. We have had kids come back to say that what they learned at RSA they have used at college! Our new facility will only further enhance our programs.

We are still experiencing phone issues. While the phone system is being worked on, it is best to contact teachers through email. To reach the school use the 247-6933 number for now.

Governing board meetings open to the public. Be aware that on the agenda it states 5:15 "Open Session" – to take role of officers – but then states 5:17 "Closed Session". This is necessary to be in compliance with the Brown act (open and transparent in transaction)  
You will then see the agenda will say 5:45 or 6:00 "Open Session..... You will want to be there for this 2<sup>nd</sup> open session.

Everyone should be receiving phone message announcements from automated system. You can change where the phone calls are being made. Lissa will send out an email about how to change it if you would like.

If you do not receive email, please let us know so we can be sure you receive hard copies of notices and announcements.

To stay in line with our green mission, the school staff will be utilizing the email and phone system as much as possible.

## **COMMITTEE REPORTS**

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### **Auction Report (Lisa Jeter and Cari Grisell)**

Still looking for help with donations – acquiring and parent volunteers in the classroom projects – talk to homeroom teachers if interested. There was some confusion about donations; there is a letter going out to help answer some of the questions. Last year we had a problem with businesses being hit up multiple times; some businesses felt harassed. The changes this year were made in an attempt to be more polite and grateful towards local business that donate to us. The auction committee is asking families to either donate \$25 or an item(s) of \$50 or more... which CAN be solicited you don't have to pay for it. Also it doesn't have to be one item of \$50 value, but several items that add up to \$50 dollars. For example 2, \$25 gift cards solicited from local businesses. The tax deductible ID and letter are available on the website. Also we want to encourage homemade items. They are part of what makes our auction different than the others. They always do well! Please feel free to bring in unique items!! Please email LISA with questions.

Each homeroom will be doing a class project to be auctioned off during the main live auction of the night. Parental help is needed. Don't be afraid if you don't have any ideas, we can help with ideas if you are willing to manage. We will definitely support you, don't be afraid to step forward. Stephanie and Cari will be supporting the parent volunteers managing each classroom. There should be a total of 19 projects. \$40 dollars max will be reimbursed per class from the PTC – anything beyond – supplies money etc - that is parent donation. There are a few pieces of furniture available for projects. Talk to Lisa.

Tickets are on sale! You may purchase them from Jennifer at the front desk. This year tickets are all electronic – a more green option. You will receive a receipt from Jennifer and your name will be entered into the system. Tickets are \$40 a person or \$75 couple. Table are available for \$500. Table sponsors will get wine and chocolates and advertising..... Buying a table will ensure who you sit with, other tables will be first come first serve as always.

Staff ticket fund is new this year. Envelopes went home with students, there has been a good response. The goal is to fund the staff or subsidize staff tickets. You can also include your family donation of \$25 in the envelope if you chose to go that route. There is also a place on the envelope to request to be contacted to help.

The auction is our biggest fundraiser of the year – last year it netted \$20,800. It's a fun night! Spread the word we need help collecting donations! The PTC will be posting on its website which businesses have been solicited. Please do your best to check the list before asking a business.

### **Theater Booster Club Report**

No one available.

### **FPAE (Daria O'Brien)**

The opening inaugural gala event is happening this Friday! "Under the Stars" North State symphony players will be here. Awesome event – very uplifting. Special

arrangement just for this event. RSA parents, Lisa Ho and Candace Lavosi will be playing. Tickets are on sale at [www.cascade.org](http://www.cascade.org) or see Daria. Desserts are being served at 7:30, performance at 8.

Proceeds will be divided between the school and the theater. There is a seating chart, not first come to first serve. The success of this event could take the children's theater the next stage.

What is FPAE? Foundation for Promoting Arts in Education – our non-profit arm whose main goal is to raise money for RSA.

## **OLD BUSINESS**

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### **Financial Review**

On backside of agenda you will find a snapshot of our finances: Net funds raised by category and Total Donations PTC was able to make last year. A few highlights: Box tops alone we were able to bring in \$1800!!!!!! The spring fundraiser made more than \$6800 and the Fund A Need \$11,600.

Because of the successful fundraising last year, we were able fulfill the entire teacher's wishlist again. Only the second year we know of that the PTC has been able to do this. Through our donations we support the teachers and the students. We give scholarships every year, a teachers yearly benefit (\$200/yr to spend in their classrooms to offset the teachers from spending their own money), Honor Roll trip, etc. (See the entire list attached to the minutes)

Last year we made \$50K spent \$33K. We are responsible to have "reserve" money for the next year's obligated funds as well as seed money for the auction the following year. Although we have a lot in our checking most of it is earmarked already. However, we are in good economic standing; hoping for another successful auction.

### **Kitchen Warming Update**

The new building has a beautiful cooking facility currently used twice a week to teach culinary arts – but there are many things missing. We launched a Kitchen Warming event at the Back to School Picnic. The school received some donations! However more is needed. If you are interested in making a donation to the kitchen, check out the registration at Target. To find our list of needed items, go to Target's registration database, search under organizations and type **RSA** – must be all caps!! The full name is RSA Culinary Program. You can also send in Target gift cards and they will purchase the most needed items. Any donation is greatly appreciated!

## **RSA Family Directory**

At the BTS picnic, there was a table to approve or edit the information on file for your students. If you did not fill it out you will be getting it home through your child's homeroom. Please only fill out the form if you want to be in the directory. Correct any changes and sign to give us approval to publish. If you do not want to be in the family directory, do not fill it out.

Directory only goes to RSA parents it is NOT published on the website

## **RSA Family Directory**

Last year we started a Family BUSINESS directory to help support RSA family run or operated businesses. Many of us would choose to do business with a company over another simply because it is an RSA family business. If you manage or own a business and would like to be included in this directory, please drop off your business card to the front office. Cards will be scanned.

## **NEW BUSINESS**

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### **Fund A Need (FAN)**

Last year our FAN was outdoor exercise equipment. We have had to wait until we were in the new building to get started on using the funds raised. Staff has determined where the outdoor circuit will go and we are hoping to have it in or at least started by the auction. Equipment has been ordered including balls, soccer nets, badminton nets etc.

We are looking for feedback for this year's FAN. FAN is a fun event that happens during the auction. For some it gives them an opportunity to raise their paddle for others it's the fun of seeing the collective power of a group. Basically, a specific need will be identified and then the auctioneer will start a call for donations at a certain level, say \$500. All attendees wishing to donate \$500 to that specific need raise their paddles, which is noted by the spotters. Then the auctioneer will systematically make his way down to \$10 donations. It is amazing and inspiring to see how quickly the funds add up and together the donators can make a huge difference.

We are considering a few different needs this year and would like some feedback about what parents are interested in supporting:

First option - Pianos for piano lab – the room has been set aside but we still need the pianos. This would benefit kids who choose piano as their elective.

12-15K needed.

Second option - Risers to be used for performances. If we choose not to fund this option, the school may be able to borrow them but at some point they will be needed.

Third option - Stage floor \$20,000 - Currently the stage has three different surfaces. For insurance reasons, if we do not purchase a continuous floor, students will have to stay back and only use one surface. A continuous, removable floor will allow students to use entire stage. This will affect all the students.

We can then apply for grants to supplement. It helps if we have matching funds and effort... Redding Rancheria helped last year.

Take Poll to know where people's interest's lie.

Parents comments/questions: Risers can be rented, we cannot rent the floor. Not every kid is going to take piano.

Poll –

Piano lab - 4 votes

Stage flooring – about 30 votes

At the auction, the MC will explain why this is so important.

### **Snack Cart**

Snack cart is to be available at last recess. Snacks are donated by homerooms, we ask they be healthier options. You can earn volunteer hours for donated items. Snacks are available for .25 per snack no matter what it is – open to all grades. We need a chair to run. It is about an 1.5 hour commitment in the afternoon, any day, except Wednesday (1:15 – 2:45)

Kids love it! Fun job. As coordinator you make sure its staffed, you don't necessarily be here every day you decide to have it available. The chair is responsible to count money – 2 people have to be present when counting money. Chair is responsible to send out notices to homeroom. If interested see Laura or email the ptc at [rsaptc@rsarts.org](mailto:rsaptc@rsarts.org)

### **100 Hour Badges**

If you volunteer 100 hours or more during a school year, You get a fancy badge! We have amazing parent support. Another long list. Thank you. With the badges you still have to sign in but you don't need a sticker – it makes it more convenient.

A reminder it is important to write your hours even after you hit 40 or 100 hours. The administration includes volunteer information when writing grants, your commitment to the school helps them secure grants.

Last year's list of families who donated 100+ hours (and logged it):

David Roland/Laurel Garces	Ryan/Tricia Johnson	Dave/Laura Barnett
Luke/Jodi Walsh	Roy/Stacey Cahill	Maureen Gaynor
James/Stacy Wiedenhoeft	Ronald Zimmerman/Carla Zehnle	Steve/Amber Forrest
Robert/Felice Lamb	David/Marla Tracy	Robert/Devon Googins
Garrett/Sarah Frey	Samuel/Julin Williams	Amjad Musthafa/Celestine Choi
Rodney/Lynda Hauptman	Jeff Dotson/Jenny Spencer	Toby/Lara Osborn
Robert Shemwell/Holly Langston	Tate/Rebecca Lahey	Chris/Monique Gaido
Kevin/Zizi Ukestad	Daniel/Christine Peterson	Mark/Colleen Twede
Mark/Michele Woodcock	Thomas/Hilly Wallis	Stephanie Coley
Aamir/Juliet Malik	Tom/Debi Sansavera	Michael Nelson/Heather Wylie
Donald/Teri Covert	Phil/Barbara Smith	Tony/Jacqueline Reger
Tim/Dawn Horwath	Brian/Anna Tyrrell	Robert/Peggy Keenan
Byron VanDyke/Lily Jamm	Charles/Sammie Ford	Laura/Bob Porzio

**Chairs needed**

We have a few chair positions open for this year.

The necessary chairs open are:

- Snack Cart
- Veteran's Reception – decorate tables, make sure food is there and greet veterans
- Staff Appreciation week

Additional chair opportunities:

- Parent Info nights
- Scholastic Book Fair (librarian asked if we could do that this year )

**Bussing**

Monique reported the busses are to start next week. There is a sign up sheet and passes available at front desk. The Westside bus (RABA) will pick up at 7:35. There will be parent volunteers riding bus every day for first few weeks to make sure it is running well. Staff member will meet students at drop off to walk into school. Monthly passes 1<sup>st</sup> student in each family - \$20, additional passes per family will be \$10 each. However, they do not want cost to prevent your child from using the bus – if its financially difficult come talk to them and we will try to work something out. We do need to pay for the bus.

In addition to the westside bus there will be one coming in from Palo Cedro. One stop will be at Deschutes and 44 at the Chevron and another will be at the Old lumberyard parking lot.

### Flagpole Donation

We have received a request from Girl Scout 701131 to make a donation to their flagpole project. The flagpole will be in front on the South corner of the building. The girl scout troop has raised about \$1200, they need \$2000. The concrete and concrete engineering has been donated. They are in the permit process right now. Goal to have it done by veteran's assembly. We have a flag from Mrs. Krupit's class which received a certificated flag from Afghanistan through a penpal program the students participated in.

PTC would like to donate \$500 but we need a motion.

Daria O'Brien makes a motion to donate \$500 towards the flagpole to be installed on the south side of the school.

2<sup>nd</sup> Vanessa Greve

All in favor. None opposed. **Motion carried.**

Monique Gaido motions to adjourn meeting.

Christy Largent seconds the motion to adjourn meeting.

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## ≡ Financial Review of 2010-2011 School Year ≡

### DONATIONS MADE BY THE PTC 2010-2011

TALL SHIPS	\$ 700
WES CAMP SCHOLARSHIP	\$ 300
8TH GRADE SCHOLARSHIP	\$ 250
TEACHERS YEARLY BENEFIT HONOR ROLL TRIP	\$ 3,080
	\$ 500
TEACHER APPRECIATE WEEK	\$ 526
FIELD TRIP SCHOLARSHIPS	\$ 50
WISH LISTS	\$ 8,990
SCIENCE FAIR	\$ 50
MANDARIN PROGRAM	\$ 250
YEAR END PICNIC	\$ 1,050
BACK TO SCHOOL PICNIC	\$ 938
FELLOWSHIP EVENTS	\$ 100
CHARACTER AWARDS	\$ 425
FUND A NEED PLAYGROUND	\$ 11,625
TRILOGY ARCHITECTURE - CHILDRENS THEATRE RSA PTC Meeting	\$ 5,000
<b>GRAND TOTAL</b>	<b><u>\$33,834.00</u></b>

### TOTAL NET FUNDS RAISED 2010 -2011

	As of 4/15/2011
<b>UNRESTRICTED FUNDS:</b>	
AUCTION	\$ 28,855
SCRIP	\$ 1,450
SNACK CART	\$ 926
BOX TOPS	\$ 893
SPRING FUNDRAISER	\$ 6,800
SJDENHAM TIRES	\$ 80
<b>SUBTOTAL UNRESTRICTED FUNDS</b>	<b>\$ 39,004</b>
<b>RESTRICTED FUNDS:</b>	
FUND A NEED PLAYGROUND	\$ 11,625
<b>TOTAL FUNDS RAISED</b>	<b>\$ 50,629</b>

September 28, 2011