

## General Membership Meeting

September 8, 2006, 9:30 AM  
Held at the IHS Library

### Call to Order

Marianne called the meeting to order at 9:37. Around the room introductions. 19 members were present and signed in.

### President's Report

#### Acknowledgements

Tina Richards – Great job with Registration  
Lori Anderson – Fall Staff Luncheon on Tuesday  
Caryn Matusiefsky - Working on getting all the new members entered in  
Jill Lester and Sue Burke – Fundraising  
Diane McGee - Treasurer

#### Housekeeping

Parliamentary Procedure: Marianne gave an overview of Robert's Rules of Order. Any member call for a division if they want a vote counted again. They can also call for a paper ballot if they believe people might want to vote privately.

#### Annual goals & Theme Approval

**Motion: JoEllen moves that we adopt the goals as written in the agenda. Motion seconded.**

**The IHS PTSA adheres to the missions and objectives of the Washington State PTA. In addition, the following goals and theme are adopted for the 2006-2007 school year:**

**Theme- "Let's Talk!"**

- **Work with the school to develop programs designed to address the gap in student achievement.**
- **Continue supporting and developing programs at IHS that meet the needs of students, the schools and parent communities.**
- **Focus on improving communication links with the parent community by reaching out through multiple modes of communication such as email, website, mailings and school e-news.**
- **Participate actively in the decision making processes of the Issaquah School District and the State of Washington that affect IHS, through advocacy opportunities, our legislative program, and the PTSA Council.**
- **Achieve 100% membership.**

**Voice Vote. Motion carries.**

#### Multi-Cultural Event Overview

Asma Ahmed would like to organize a multi-cultural event here at IHS, similar to ones that she organized last year at Cougar Ridge and PCFC.

Why would we want this as a standing committee vs. an ad-hoc committee? She'd like to be working on the diversity as a year-long activity instead of only the isolated event. Standing Committee chairs are members of the Board, and generally come to Board meetings to report on committee activity. The event and activity can be the same as an ad-hoc committee. General consensus was that we should try this as an ad-hoc committee, before making it a standing committee.

#### Standing Rules Approval

Marianne Kersten and Deborah Parsons revised the Standing Rules extensively, to bring them in line with the suggestions from the State PTA "Leadership" booklet.

We need to discuss the Staff Membership fee for PCFC Staff members. IHS offers Staff Membership for \$8, and Skyline offers it for \$10.

We will be getting a safe deposit box at Bank of America to store our critical legal documents originals.

**Motion: Nancy Campi moves that we adopt the Standing Rules as presented, with the following changes:**

- **Item 2: The Renewal must be filed by April 1, not March 1**
- **Item 9: remove “every other meeting”.**
- **Item 10: Strike “Multi-Cultural Event” from the list of Standing Committees**

**Seconded. Voice Vote. Motion Carries.**

#### PTA Council Report – Fall Leadership Feedback – Voting Delegates List

Voting Delegates to Council will be Marianne Kersten, Susan Hegedus, Deborah Parsons, Sue Burke.

#### Training – PTA & the Law

October 17, Issaquah, 10-noon.

### **Secretary’s Report**

#### June Meeting Minutes

Deborah Parsons presented the minutes from the June 2, 2006 General Membership meeting. Accepted as presented.

#### Thank You Notes – Correspondence

Passed around:

- Thank you from Lauren Goodman for scholarship
- Newsletters and mailings from the State PTA

### **Treasurer’s Report**

#### July and August Monthly Financial Reports

Not much activity in July, except for bank interest.

In August, we took in \$12,988 in membership and \$20,644 in Pass-the-Hat. Senior Celebration is a pass-through item, so the \$10,600 has a net impact of zero. Our net income is \$34,778.46. Cash on hand: \$60,229.72.

We will change the way the Senior Celebration expense is reported, so that the net income is actually \$44,378.46.

Report filed for audit.

The bank statement was circulated, and signed off by Marianne Kersten and Deborah Parsons. The signed copy is attached to the secretary’s minutes.

#### Senior Events Bookkeeping Approval

We would like to show the Senior Celebration as a normal PTA fundraiser, with a footnote indicating that it is earmarked. Senior Celebration expenses won’t be recorded until they are actual.

The Senior Events Committee would like to make deposits directly to the bank. They should get receipts and report the deposits to Diane McGee.

#### Recording of Check Signer Names

Diane McGee, Marianne Kersten and Sue Burke are the signers for the checking account at Bank of America.

#### Reimbursement Procedure

Diane reviewed the format of the budget/financial reports. Reimbursement forms are available on the website. Receipts are required. There is also an “In-Kind Donation Form” for recording donated items.

## Audit Committee Report and Recommendations

The Audit was conducted on August 17 by Danielle Tilden, Lorry Primrose and Deborah Parsons. Everything looked great. Kudos to Diane McGee for an excellent job.

Recommendations:

- Have the membership book available at the audit.
- Add a monthly itemized category report to the notebook.
- Pass the bank statement around at the meetings, and not this in the minutes.

## **New Business**

We are waiting to see if the school administration requests a grant to cover any supplemental academic support opportunities that go beyond what they set up using the \$20K in State funds.

## **Unfinished Business**

### Special Funding Requests – Science Department

Sue Burke reported that there is no new information on this request. If they still need the funds, we will ask them to submit a new grant request.

### Funds Requests

Marianne should have an email sent out to Staff to remind them to get their grant requests in.

## **Principal's Report**

Paula was not present at the meeting. No report. Deborah reviews the report from last week's retreat.

## **Staff Report**

We don't have a staff representative yet.

## **Site Council Report**

Jiff Searing was not available, but said that there hasn't been a Site Council meeting yet.

## **Legislation Report**

### Election of Representative(s) to Legislative Assembly

Legislative Assembly will be October

**Susan Hegedus nominates Deborah Parsons to represent the IHS PTSA at Legislative Assembly. Seconded. Voice vote. Approved.**

### Legislative Assembly Issues Survey

Deborah distributed the Legislative Issues Survey to get input on the priorities for Legislative Assembly.

### Washington Learns Public Forums

The 18-month review by the Governor's Washington Learns commission is coming to an end. There will be public forums, beginning next week. Deborah listed the upcoming forums and invited members to join her in attending and voicing our requests.

## **VP Reports**

### Membership

Caryn Matusiefsky reported that we have 1,132 members; 900 members have been entered into the State PTA site so far.

### Fundraising

Pass-the-hat has raised \$20,644.

We have partnerships with the Issaquah Press and Albertsons.

The membership form may have been unclear about the Pass-the-Hat donations. We are considering a separate mailing to membership to request further donations.

## Volunteers

Sue Jacobson reported that they have not yet processed the Volunteer forms. They received a LOT of them.

## **Committee Reports**

### SAT Readiness Program

Danielle Tilden reported that they have received about 45 registrations for the SAT readiness class. The early class is overfull, so she may have to go by postmarks and ask people to sign up for other sessions.

It may not be clear that there is another class offered in the Spring. It is on the website, but not on the form.

160 have registered for the mock exam.

### Pacific Cascade Freshman Campus

Susan Hegedus reported that registration went well. They filled their PCFC Board: Lisa Gaan will represent IHS and Lisa Morgan will represent SHS.

Nancy Campi was in charge of PCFC registration.

Meetings are tentatively scheduled for Wednesdays, alternating mornings and evenings. The first meeting will be Sept 20 at 10 am.

They have about 35 staff memberships so far.

### ISF Liaison

Pam Ratcliffe reported that the 9<sup>th</sup> Annual ISF Luncheon will be October 19. Last year, they raised \$32,700.

### Senior Events

Pris Gossman reported that 153 tickets have been sold so far. Next Wednesday, before Curriculum Night, there will be a Senior Meeting. Look for more info on the Senior Events there. The big fundraiser for the Senior Celebration is Sally Foster gift wrap.

### Website

Susan Hegedus will be trying to update the website every week. Send items to her.

## **Adjournment**

The meeting was adjourned at 11:30 am. The next General Membership meeting will be held on October 6 at 9:30 am in the IHS Library.