

# Meadow Park Middle School PTO 2019-2020: Meeting Summary

Location: Meadow Park Middle School Library

Date: 12/11/19

Time: 7:00p-8:15p

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## Call to Order

## Welcome and Introductions

## Review of November 2019 Meeting Minutes

- No changes were suggested. Future minutes will include RFF amounts. A motion was made to approve the minutes. The motion was approved.

## AVID Opportunities - Christina Mackin (BSD Community Resource Coordinator)

- The AVID college readiness program is currently implemented in all secondary schools throughout BSD. For more information about the AVID Program: <https://www.beaverton.k12.or.us/departments/student-programs/avid>
- There are volunteer opportunities for future AVID tutors/mentors available district wide. Ms. Semon is the AVID coordinator at MP.
- The minimum time commitment is 1 hour per week; AVID classes at MP take place on Tu/Th.
- There are also paid opportunities for current college students interested in tutoring AVID students.
- The “Speakers Network” is in need of speakers who would be interested in hosting a class/workshop to engage students on career options ; seeking speakers who would be interested in going into local schools to chat with students about career-readiness, life skills, etc. For more information, visit the above referenced AVID site.
- In addition to her involvement in AVID, Christina also helps to assess needs and make connections with community partners and resources. If there are any future needs for community involvement that could benefit the Meadow Park community, contact Christina.

## Principal’s Report - Jared Freeman

- Solve for X tournament finals are this Friday for 7<sup>th</sup> graders! So far it has been a great success.
- Band and Choir have been busy with winter performances.
- Possible 8<sup>th</sup> grade dance later in the school year. Stay tuned.
- In the next parent update, a cell phone informational video will be sent out that might be helpful to parents as they make important decisions about their student’s cell phone usage (worth a look-see!)

## President’s Report - Kimberly Hawk

- A special shout out to “Samba De Crepe”, a local catering company, for their very generous (and delicious) raffle donation! The PTO wants to extend a big THANK YOU from us to them 😊
- The Beaverton Education Foundation (BEF) wants the BSD community to know that during this holiday season you can send a gift of thanks by making a donation in honor of a teacher, coach, advisor or

staff member. There is a \$5 minimum. For more information see: <https://www.beavertonedfoundation.org/send-a-gift-of-thanks-this-holiday-season/>

- Erum and Kim are in the process of revising some of the deposit, reimbursement and RFF applications that the PTO uses. Erum has been researching what other PTO forms look like. The PTO reviewed the revised forms and made some comments about how to improve.
- Consider having the RFF form in a version teachers can fill out electronically and submit via email. The revised form will ensure all RFFs go through Jared first, so that he can determine which requests could be potentially funded by his school fund and which should be forwarded to the PTO for consideration.

### Treasurer's Report - Barb Grossnickle

- Discussed recent reimbursement items related and unrelated to the RFFs.
- Look out for Box Tops income. Submitted to Box Tops on 11/1/19. Look out for a check about \$139.
- Consider renaming the "Community Support Appreciation" line item so that it better describes what is actually funded under this item.
- The "Planner Expense" line item will not be used this school year. Consider removing from future budget and re-allocate this money to the RFF line item.
- At a future date, consider utilizing the "Clothes Closet" budget line item to fund MP needs. In the past, the PTO has used these funds to support the "BSD Clothes Closet".
- During last month's PTO meeting it was reported that Rich Winkel is in the process of completing paperwork required to open a new higher interest bearing savings account. Rich has since completed and submitted all of the needed paperwork. The funds have yet to be transferred over pending paperwork processing by the online bank (First Internet Bank).

### Request for Funds

- The PTO received a total of 3 RFFs to be considered:
  1. Jared Freeman - Food for staff during professional development (PD) day. Amount = \$532.60. Vote was a unanimous YES. Approved.
  2. Counseling team - funds to purchase personal care supplies including, laundry soap, deodorant, shampoo/conditioner, body soap, hair brushes, toothbrushes, etc.. These funds are needed or purchase items so students can take home before the winter break. Amount = \$100. Vote was a unanimous YES. Approved.
    - As a side note, let's check in with the counseling staff to see what other items might be needed to bolster stock. Perhaps our volunteer coordinator can sent out a call to our volunteer community and/or Jared can include a call for donations via the parent newsletter for donations of specific items.
  3. Science teachers (Linda Peterson) - Add 20 distance sensors to existing Hummingbird kits. The distance sensors help the robots to be able to respond to the users inputs to complete various complex responses. Amount = \$655.10 (16 distance sensors at \$17.95/each + 10 tricolor LEDs at \$4.95/each + 32 positive servo motors at \$9.95/each). Vote was a unanimous YES. Approved.

## Open Forum

- Kim and Erum are in the process of writing/compiling job descriptions for the various PTO board positions. They will need the board's help to review descriptions. If you are a current board member or someone for whom they have written a job description, Kim/Erum will reach out to you to review.
- At a later date, Kim and Erum will also review/revise the PTO by-laws. More to come at the next PTO meeting in January.
- Parent-Teacher conferences are Feb 26-28. PTO will likely provide at least 2 meals across these 3 days. Let's revisit this at the next PTO meeting in January.

### Meeting attendees:

1. Jared Freeman: MP Principal
2. Kim Hawk: President
3. Erum Faisal: Vice President
4. Barbara Grossnickle: Co-Treasurer
5. Jenna Kivanc: Secretary
6. Jennifer Miksovsky
7. Tara Fuller

***Next PTO Meeting:  
Wednesday, January 15<sup>th</sup> 2020  
7-8pm  
Meadow Park Middle School Library***