

PALS Operating Committee Meeting Minutes

Name:	Operating Committee		
Date:	February 2, 2021	Facilitator:	Heather Carter & Amanda Younger
Time:	7:00 pm	Recorder:	Carol Lucero
Location:	Online Zoom meeting		

Distribution and Attendee List: (X indicates that the member was present)

Attendee		Attendee	
X	Heather Carter - Co-President	X	Sarah Witte - Co-Vice President
X	Amanda Younger - Co-President	X	Laura Cabrera - Co-Vice President
X	Megen Lewis - Treasurer	X	Nneka London-Browne - Robin Hall Rep
X	Carol Lucero - Secretary	X	Sara Jentz - Markell Hall Rep
X	Nadia Boulos - Parent Rep to Board of Trustees		
X	Blaise Bucsko		Patsy Willaims
X	Treasure Samuel	X	Rachel Gulleon
	Allison Caldwell		
X	Kerri Fitzgerald		
X	Mychel Cortese	X	Gretchen Bucsko* - Head of School
X	Jeanne Gaffney		Natalie Bennett* - Admissions Director
X	Lisa Lish	X	Suzanne Yorks* - Teacher Rep
X	Heather Newland		*= Non Voting Member

Other attendees:

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	Item	Responsible
1.	<p>Welcome & Introductions</p> <ul style="list-style-type: none"> Review/approval of minutes from 10/1/2021: Minutes approved Additions to the agenda 	Heather
2.	<p>School News/Updates</p> <ul style="list-style-type: none"> Auction was a success Enrollment to start Friday 2/5/21 9-2 or via drop off/drive thru 	Gretchen / Liaisons
3.	<p>Recent Events/Programs/Request Report</p> <ul style="list-style-type: none"> Scholastic Book Fair - <i>Rachel Gulleeson</i>: Raised \$1,400; 34 books bought for teachers; 25% of money raised becomes scholastic dollars benefiting both libraries (Robin & Markell Hall) Read-A-Thon - <i>Heather and Amanda</i>: A success and well-received fundraiser; annual fund received the proceeds Teacher Appreciation Holiday - <i>Heather and Amanda</i>: Also well-received; \$6,500 raised for teachers; 48 staff members received \$155 worth of goodies Teacher Appreciation - Birthdays - <i>Sarah and Laura</i>: teachers to receive full cake from Pure Bliss and cards/plant for birthday Chapel and Service Guild - <i>Christy Fankhauser</i>: Handled Thanksgiving's Thankful Leaves, Toys for Tots drive, Loaves & Fishes meal train. If you know of any TFA family in need, contact Christy Fankhauser Library - <i>Treasure Samuels</i>: Obtained new books from Village Books' Cyber Monday sale (\$200 worth); please consider donating used books to the library - email Treasure; hoping for Used Book sale this year when safe to do so Auction Support - <i>Heather and Amanda</i>: PALS donated \$700 for Idaho trip raffle package 	Various
4.	<p>Treasurer's Report</p> <ul style="list-style-type: none"> Review of fiscal YTD (See report) New financial policies and procedures in development: there will be an update to the Bylaws; TFA will be hiring part time staffer to help Casey. 	Megan

	<ul style="list-style-type: none"> Request for budget training - interest in a special session? Yes, there is interest for this; goal is to schedule by early March 	
5.	<p>Board Parent Rep report: What to do with Holly Hall? Discussion from the Board to consider using space as a Consignment selling space benefiting school/families while involving the community and providing educational experience for students. Board asking PALS if we would help with this plan. This sounds like a big project, PALS is uncertain if we could make a commitment. Need to consider many variables.</p>	Nadia Boulos
6.	<p>Upcoming Events/Programs/Requests</p> <ul style="list-style-type: none"> Teacher Appreciation - Teacher Appreciation Week: last week of March (week before Spring break); Suzanne to ask teachers what they would like and give info to PALS; cards are ok to be given by students (can be quarantined) Parents virtual social - trivia or bingo? There is interest. Send out survey for responses? Grade level pods may be one way to set these up so families can get to know each other better Upgrade Sign Up Genius: SUG changed their subscription levels . We are limited with the number of administrators now with our current level (~\$500). Vote passed to upgrade SUG (cost additional \$400) until the end of this school year with the caveat of looking at alternatives for next year. Zoom paid subscription. Vote passed to get a paid subscription. Cost slightly less than \$200/year Markell Hall - Wall Accessories & 3-D Printer extruder requested. (\$300). Vote passed. Wall accessories would be cork strips for easier posting of art projects. Recycling: there was question regarding what is our process/location for recycling at the school. Reviewed where bins are located (plastic in cafeteria/next to bleachers; paper bins in blue bin in each room) Science fair: are we having any version this year? Amanada to ask science teachers and Natalie Plastic cutlery: there is a stash in the Uniform closet; no standard protocol for providing students; there has been metal cutlery in kitchen and then placed in dishwasher. 	Heather and Amanda

	<ul style="list-style-type: none"> • Next meeting: Elections & Updates to the Bylaws: next meeting likely Early April after Spring break. 	
7.	<p>Current / Proposed Fundraisers:</p> <ul style="list-style-type: none"> • Uniform Closet & Spirit Shop / Square POS • Promoting passive fundraisers - Scrip/ Raise Right App and Fred Meyer Community Rewards 	Heather and Amanda
8.	<p>Closing/ Thank you! Meeting Adjourned 8:50 pm</p>	Heather and Amanda

Carol Lucero, PALS Secretary 2020-21