**Parents Association of Lacamas Students (PALS)**



**Lacamas PALS Monthly Meeting Minutes – *September 12, 2018***

Meeting called to order at 6:03 p.m. by Co-President Sally Wright.

**MEMBERS PRESENT:**

**Board Members & Chairs:**

Therasa Chang, Sally Wright, Tina Swenson, Michelle Poloni, Krista Insko, Tracy Paskowski,   
Jennifer McCullough, Emily Roberts  
  
**Lacamas Parents:**

Elma Hurd, Michelle Sennett, Tom Bergemann, Adrianne King, Erika Madrigal, Kristy Jones,   
Jess Fuqua, Lisa Bullard, Jackie Powell, Sheila Jefferson

**Lacamas Staff:**

Julie Mueller, Shelley LaValley

**BOARD REPORTS**

* **Treasurer’s Report: Michelle Poloni**
  + May, June, and July reconciliations of the budget were submitted. Michelle moves to approve, Sally seconds. All in favor. Motion approved.
  + The budget for 2018-2019 was presented. Copies of the budget (with line item amounts for various income sources such as the Book Fair, Family Fun Night, Box Tops, etc.) were made available. Primary income will continue to come from the “Fun Fair” (formerly the Sport-A-Thon) with a budgeted income of $12,500. The biggest expense will be teacher grants (currently budgeted at $200 for each of the 25 classroom and support teaching staff). The operating income total for the 2018-2019 school year is $15,900. Michelle moves to approve, Sally seconds. All in favor. Motion approved.
  + The intention of the Legacy Fund was reviewed. The surplus from last year’s budget was $10, 799.55. A total of $3,000 will remain in the PALS bank account for a net deposit of $7,799.55 into the Legacy Fund Account (bringing the current balance to $19,212.83).   
    At present, there are no proposals for use of these funds.
* **Communication’s Report: Krista Insko**
* Krista reported that the September newsletter is a work in progress. She is hoping to publish the newsletter on September 14th and plans to include information about the “Fall Fest” (formerly the Harvest Carnival), Box Tops, Spirit Day, “Fall Fun Fair” (formerly the Sport-A-Thon), Fall Family Learning Night, and Spirit Wear information.
* Krista would like to publish the October issue of the newsletter by October 5th and asked that any information be submitted the week prior.
* **Literacy Report: Jennifer McCullough**
  + The opening day of the book fair has been moved to 10/27 in conjunction with the   
    “Fall Fest” (Harvest Carnival). There will be a volunteer training session with the Scholastic reps on Friday, Oct. 26th. There will also be a teacher preview Open House this year where teachers will learn about this year’s inventory and what is popular with the various age groups. Scholastic will be giving teachers a $5 gift certificate to spend and has given teachers permission to take books to and from the fair to their classrooms to preview with students.
  + Following the week of the in-school Book Fair, students and teachers will have two weeks to make purchases online.
  + “Lunch with Your Grownup” will be on Halloween.
  + Free shipping was chosen as the Scholastic bonus to allow for the volume of orders that were postponed until we moved to the new campus.
  + We have $1,335.32 Scholastic dollars that will soon expire which will be used to purchase STEM books for the library. We also have $5,072.25 dollars that we can spend at a later date. A motion will be made at the October meeting to give $1,000 of these funds to the library. We will also give $10 Scholastic book fair gift certificates to all the students who are part of the weekend support backpack program.
* **Fundraising Report:** **Tracy Paskowski**
  + Tracy’s current efforts are being focused on the Lacamas Fun Fair (formerly the   
    Sport-A-Thon). To date she has contacted 91 businesses, several of which have already agreed to contribute prizes (such as 3 Kindle Fires, an American Girl Doll, gift cards, a signed Blazer’s pennant, etc.). Packets should have been distributed by teachers this past Friday. Students will receive both immediate prizes for reaching certain dollar thresholds as well as larger achievement prizes at the October assembly.

**NEW BUSINESS/UPCOMING EVENTS**

* **Updated PALS Bylaws & Standing Rules:** Therasa informed the group of several changes to the current bylaws and rules (including changing the wording to reflect the school name change, changing the Reading Chair title to Literacy Chair, correcting a misspelling, adding a section to address the use of the Legacy Fund, and some minor formatting changes.). Therasa moves to approve, Michelle seconds. All in favor. Motion approved.
* **New Board Member Vote:** Sally made a motion to vote Tina Swenson in as the new Secretary for the 2018-2019 school year. Therasa seconds. All in favor. Motion approved.
* **Fall Family Learning Night** will be held on Thursday, September 27th from 5:30-7:30 p.m.   
  Julie Mueller explained that Family Learning Night is an evening where families can “come and learn together.” Grade levels will have a 30-minute informational session covering this year’s curriculum followed by a series of 3 rotations where families can choose to visit various stations. Stations will include: music, STEM activity, library, guest speaker, etc. PALS will provide purchased fall cookies as a treat and coffee, cocoa, and water will be available for purchase.   
  A cash box will be issued to Therasa Cheng for this event.
* **Box Tops:** Summer box top collections should be turned in by Friday of this week. All students who turn in a sheet of box tops (25 box tops total) will receive a popsicle during their lunch period. Kindergarten students will receive popsicles on Monday. There are box top collection forms in the office and in the student packets that were sent out. Classroom box top competitions will take place in October and February.
* **Volunteer Needs:**
  + Picture Day: Four volunteers are needed for Picture Day on September 25th. Volunteers will receive a voucher for a free photo package. Several parents volunteered at the meeting and slots are now covered.
  + Screening Day: Six volunteers will be needed for Screening Day (date TBD). Several parents volunteered at the meeting with a few spots remaining open.
* **Choir Shirt Scholarships:** Shelley LaValley asked for a $100 to cover the cost of potential choir   
  t-shirt scholarships. This will be the 4th year of Lacamas Choir. Last year approximately 60 students participated. This year practices will be on Wednesdays from 12:30-1:30 for 3rd through 5th grade. Several performances are planned both in the community and at assemblies. Jennifer moves to approve request. Sally seconds. All in favor. Motion approved.
* **Harvest Carnival:** Emily Roberts proposed changing the name to “Fall Fest” and foregoing carnival games at this year’s event. She also proposed eliminating the entrance fee and finding ways to cover the budgeted $650 income for this event. Possible alternatives to carnival games could include cookie decorating, a magic show with Presto the Magician, inflatables, movie station, and “Trunk or Treat” in the bus loop. Currently Emily plans to keep the cake walk and Haunted Hallway station. Possibilities for alternative income include allowing family-friendly vendors on site for a fee and/or creating a map of the various stations with advertisers/sponsors logos and information on the reverse. A suggestion was also made to have a take away bag that could include vendor information. Emily welcomes suggestions and input for this event. The National Key Club at Camas High School can likely provide volunteers for this event.
* **Spirit Wear:** This year we will be using Adams Screen Printing out of Sherwood, OR. The current order form deadline has been extended until next Tuesday. A second order form which will include holiday/winter items will be distributed in mid-October. Adams Screen Printing requires a minimum of 12 items (total) for the current order form. Let Emily know if there are certain items you’d like to see included on future order forms.

Meeting adjourned by Therasa at 7:49 p.m**.**

**Next Meeting is scheduled for Wednesday, October 10th at 6:00 p.m.**