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



**Lacamas PALS Monthly Meeting Minutes – *May 8, 2019***

Meeting called to order at 6:07 p.m. by President Therasa Cheng.

**MEMBERS PRESENT:**

**Board Members & Chairs:** Therasa Cheng, Michelle Poloni, Jennifer McCullough,   
Krista Insko, Tracy Paskowski, Emily Roberts, & Tina Swenson  
  
**Lacamas Parents:** Jackie Powell, Mark Powell, & Chelsea Gaston

**Lacamas Staff & CSD Staff:** Shelley LaValley, Teacher

**BOARD REPORTS**

* **Secretary’s Report: Tina Swenson**
  + April’s meeting minutes were emailed to the Board Members, Chairs, and regular attenders at the end of last month’s meeting. Tina moves to approve minutes as submitted. Michelle seconds. All in favor. Minutes approved.
* **Treasurer’s Report: Michelle Poloni**
  + April’s budget and accounts were reconciled. Our ending balance was $19,126.13. Michelle motions to approve April’s reconciliation. Jennifer seconds. All in favor. Reconciliation approved.
  + Michelle distributed the 2019-2020 budget totaling $15,395.00
  + The Fall book fair will be cashed out for revenue and the Spring fair will be rolled into Scholastic Dollars.
  + The Dance, Fall Fest, and Movie Night are essentially break-even events.
  + Anticipated income from Amazon remains the same as this past year.
  + Income from Box Tops decreased this year and was adjusted on the new budget accordingly.
  + Fred Meyer anticipated income decreased slightly.
  + Anticipated income from “Spot-a-Thon” increased from last year’s budget (but is under this past year’s income of $16,000 plus).
  + Michelle suggested adding a line item to budget to cap how much is spent from Legacy Funds from year to year. A vote on this will be deferred to the September meeting.
  + Spirit Wear income is unchanged. (Side note: The suggestion was made to   
    pre-purchase several items in each size for physical sale at “Back to School Night” and throughout the year).
  + The Year Book balance is negative because we supply year books to school staff.
  + Administrative expenses are unchanged (except for transferring the movie license expense to the movie night expense column).
  + In the meeting expenses category only the Back to School Block Party expense was decreased.
  + Scholarship expenses were increased to $300 (from $185) for grade level field trips.
  + Therasa suggested adding $300 to the budget for Jump Rope for Heart income; with expenses of $100 for the event.
  + Volunteer Appreciation was increased by $50 to a total of $200.
  + Staff Appreciation was increased by $100 to a total of $800.
  + IF YOU WOULD LIKE A COPY OF THE BUDGET please mail PALS directly and you will be sent a PDF of the 2019-2020 budget.
  + Michelle motions to approve budget. Jennifer seconds. All in favor. Approved.

* **Volunteer Report: Theresa Cheng**
  + DeeDee Radke was named as the Volunteer of the Month for April for her work on the 2018-19 Year Book.

* **Communication’s Report: Krista Insko**
  + The June newsletter will be distributed on May 31st with submissions due by   
    May 29th.
  + Krista requested pictures of the Family Service Work Day.
* **Literacy Report: Jennifer McCullough**
  + Jennifer reported that the fair will run from the 6/7-6/14. The Grands Breakfast will be on 6/14. E-wallet instructions will be on the book fair flyer and on our Facebook page.
  + We have a Scholastic Dollars balance of $2,967.53. We have 13 teacher purchases outstanding ($1300 total). $200 will be set aside for backpack scholarships. $200 will be set aside for Bookworm Bazaar. $250 will be earmarked for Sasquatch participants. $300 will be earmarked for the library. The preschool teacher also received $100.
  + Next year’s first book fair will be held during the Fall Fest.
* **Fundraising Reports: Tracy Paskowski)**
  + Next year’s “Spot-a-Thon” will be 9/27. It will be a combination of reading and activities. Tracy will solicit the community for prizes over the summer and welcomes any help. It was suggested that the packets be distributed as part of the Back-to-School packets. Paw prints will be hung in the hallways and the “Human Car Wash” will also take place for those bringing in the highest donations.
  + Michelle suggested using a VENMO app as opposed to PAY PAL to make credit card donations easier. Tracy will investigate this possibility.
  + Another possible passive fundraising possibility is a program called “School Store” which allows online shopping through their portal to raise funds. Tracy will get permission from Mrs. Mueller to proceed with this.

**UNFINISHED BUSINESS**

* **Dine Out Night:** The next dine out will be held at Round Table Pizza in Washougal on Wednesday, May 15th beginning at 5:00 p.m.
* **Family Fun Run:** The Family Fun Run is Saturday, May 18th here at the school from 3-5 p.m. Theresa has purchased snacks and we will provide water to fill water bottles. In the interest of staying “green” we will not provide plastic water bottles.
* **PALS Shed:** A representative from Tuff Shed will come out to provide a quote on Friday.  
  Theresa motions to earmark $2,500 from Legacy Funds to purchase a shed and shelving/storage organization. Tina seconds. All in favor. Motion approved.
* **Teacher Appreciation:** Jackie reported that the expenses for the Staff Appreciation went over by $107. PALS will cover the overage.

**NEW BUSINESS**

* **Pay Back Books:** Ted Shamp presented us with the opportunity to sell Pay Back Books as a potential school fundraiser. Most Clark County Elementary Schools participate in the program. There are no upfront costs or risk. For every $20 book purchased by a student’s family, PALS receives $10. There is no charge for lost books. Schools our size make approximately $4,000-$6,000 in the two-week time frame. Ted would appreciate a response to this proposal in the next two weeks before he goes to press on next year’s book. Ted’s Email: [PAYBACKBOOK@AOL.com](mailto:PAYBACKBOOK@AOL.com). Tracy will contact Ted tonight to let him know we’d like to participate and to give him a staff head count for FREE books for the staff (to be handed out on at the luncheon on Friday).
* **Ukuleles for Music Class:** Shelley LaValley has 8 ukuleles and would like to purchase a full class set to teach ukulele beginning in 3rd grade. She is requesting $613.54 from PALS to purchase 17 additional instruments for a total of 25. Our donation would be supplemented by $400 in district funds. Jennifer motions to approve the request. Chelsea seconds. All in favor. Motion approved.
* **Author Visit (Mackenzie Snell):** Mackenzie will be at our assembly on June 5th to talk about authoring a book. Her book can be purchased online or through the order form for $25. PALS will purchase one book for every class and two copies for the library via Amazon.
* **Sasquatch & 100 Points Party:** This event is currently scheduled for 6/11 but it may be changed due to the scheduling conflict with the showcase and social (see below).
* **Lacamas Showcase & Ice Cream Social:** This year’s event is scheduled for June 11th.  
  Emily is going to request a donation from Costco. The budget for the event is $300.
* **5th Grade Celebration:** This year’s celebration is scheduled for Friday, June 14th. Time is TBD. Jennifer will need a couple of volunteers to help with the event.
* **Field Day & BBQ:** The Field Day and BBQ will be Tuesday, June 18th. Chips will be donated by Frito Lay. We will also use the $200 Winco gift card for this event. PALS will purchase the Otter Pops.

Meeting adjourned by Therasa at 7:54 p.m.

**This is our last PALS meeting for the school year. See you in September!**