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



**Lacamas PALS Monthly Meeting Minutes – *April 29, 2020, Via Zoom***

Meeting called to order at 6:05 by Therasa Cheng.

**MEMBERS PRESENT:** Jackie Powell, Sally Wright, Michelle Poloni, April Bullman, Stephanie Holderman, Krista Insko, Therasa Cheng, Tracy Paskowski, Jennifer McCullough, Chelsea Gaston

**STAFF PRESENT:** Julie Mueller, Katie Redmond

**BOARD REPORTS**

* **Secretary’s Report: Sally Wright –** February minutes submitted. Sally makes a motion to approve February minutes; Michelle seconds; all in favor; motion passes
* **Treasurer Report: Michelle Poloni –** All February and March statements are reconciled. Beginning balance for February was $21,232.95 and ending balance was $18,194.77. Michelle moves to approve February reconciliation; Stephanie seconds; all in favor; motion passes.   
  March ending balance was $18,845.84. Michelle moves to approve March reconciliation; Stephanie seconds; all in favor; motion passes.   
  Legacy Funds balance for 1Q20 is $17,613.04. Michelle moves to approve Legacy Funds reconciliation; Krista seconds; all in favor; motion passes.  
  COVID-19 Era Budget Discussion. Decision to keep the budget for next year completely the same at this point since there are so many unknowns. Likely to adjust Box Tops projections since the income from those is down after the program switched to a scan method. Significant money is still left over since events have been cancelled most of the second half of the year. Teacher reimbursements are still outstanding.
* **Volunteer Report: No Report**
* **Communications Report: Krista Insko –** Nothing to report. If anyone had anything to post on Website or social media, send to Krista.
* **Literacy Report: Jenn McCullough –** Discussion of whether or not to keep Fall Book Fair. Spring Book Fair will be online. Board decides to hold on to Fall book fair for the time being and decide if we need to move to an online model when the time comes. The Spring book fair gets 25% of the profits. Scholastic dollars available right now: $3,154.21. Discussion on how to use the funds and settled on the following:
  + A set of books (one per family) for a year-end All School Read
  + Books for targeted students for summer reading

Request made that teachers make condensed recommendation lists from what’s available on Scholastic for parents to make grade appropriate selections easier than by going what is listed on Scholastic’s website.

* **Fundraising Report: Tracy Paskowski –** SchoolStoretotal earned $6,325.51with $6,040 given for teacher gift cards.
  + Will do buy-back books again next year.
  + Spot-a-Thon – stalling for now until closer to time, although planning typically needs to begin July/August. Possible online auction if we don’t start back to school as usual.
  + Suggested that buy-back books will go out in September, Spot-a-Thon in October and School Store in November.
  + Michelle makes a motion to carry over additional $3,000 of remaining (non-Legacy) funds to next year (for a total of $6,000) to hold us over in the event fundraising for the 2020/21 school year cannot go as planned. Stephanie seconds; all in favor; motion approved. $7,400 remaining in overage after the additional $3,000 is carried over.

**UNFINISHED BUSINESS**

* **None**

**NEW BUSINESS/UPCOMING EVENTS**

* **Supporting Teachers & Staff in Virtual Learning Environment: Therasa Cheng/Julie Mueller -**  Discussion around what we can plan for the teachers and staff to show support. Ideas included a party for the teachers with the playground open; a student parade for the staff; year-end celebration of some sort.
* **5th Grade Celebration: Stephanie Holderman –** Discussed ideas she had in mind for honoring/celebrating the fifth graders this year, including bio books (a page for each 5th grader with their photo/dislikes/hobbies/favorite memory, etc); cupcakes and parade at the LLE parking lot, paws in the yard of each 5th grader. Therasa discusses increasing the budget this year since most other events are cancelled.
* **Teacher Appreciation Week: Jackie Powell –** Discussion around what to present to the teachers. Decided on an open tab for lunch and coffee at local Camas businesses for teachers to stop in during a set timeframe (two weeks or so). The business will have a list of the teachers, and the teachers must bring their employee ID with them. Will also do succulents in each of their boxes. Therasa discusses increasing the budget for this event this year since most other events are cancelled.
* **Yearbook: Therasa Cheng –** Distribution method still in the works. Photos are still needed (Julie to provide what she has to Amanda/Kristi).
* **Board Position Vote:** **Therasa Cheng –** Therasa moves to add April Bullman as Vice President of the PALS board for the 2019-20 school year. Michelle Poloni seconds; all in favor; motion passes.
* **Open Positions:** **Therasa Cheng –** List of open positions for 2020-21 school year presented to the board. Open board positions are: Secretary, Communications Chair, Literacy Chair, Assistant Treasurer, Assistant Fundraising Chair, Assistant Literacy Chair. Open Committee Positions are: 5th Grade Celebration Lead, Affiliates/Grants Lead, Dance Lead, Box Tops Lead and Spirit Wear Lead.
  + Michelle Poloni will take Affiliates/Grants lead and Katie Redmond will take Dance Lead

Meeting adjourned at 7:42 pm**.**

**Next Meeting Wednesday, May 20, 2020, at 6:00 pm. Please contact Therasa Cheng for conference call details (therasa@gmail.com)**