**A picture containing food

Description automatically generatedParents Association of Lacamas Students (PALS)**

**Lacamas PALS Monthly Meeting Minutes – *May 20, 2020, Via Zoom***

Meeting called to order at 6:04 by Therasa Cheng.

**MEMBERS PRESENT: Therasa Cheng, April Bullman, Michelle Poloni, Sally Wright, Krista Insko, Stephanie Holderman, Jackie Powell, Emily Roberts, Tracy Gaug, Tracy Paskowski, Jenni Wilson, Jenn McCullough**

**STAFF PRESENT:** Julie Mueller, Katie Redmond, Jennifer Clary, Lori Williams, Candace Smith

**BOARD REPORTS**

* **Secretary’s Report: Sally Wright –** April minutes submitted. Sally Wright makes a motion to approve April minutes; Michelle Poloni seconds; all in favor; motion passes
* **Treasurer Report: Michelle Poloni –** All April statements are reconciled. Beginning balance $18,845.48 ending balance $18,770.37. Teacher reimbursements starting to come in. Michelle Poloni motions to approve April reconciliation. Stephanie Holderman seconds. All in favor, motion passes.
  + Therasa Cheng motions to vote Chelsea Gaston as treasurer for next year (beginning July 2020). Michelle Poloni seconds, all in favor. Motion passes.
* **Volunteer Report: Tracy Gaug –** Three gift cards left to distribute for volunteers of the month. Board suggestions for recipients: Amanda, Jackie Powell, Elisea Sinner, Michelle Poloni, Stephanie Holderman, Jennifer McCullough. Therasa Cheng recommends adding three more gift cards so all six can receive the volunteer appreciation gift. All agree.
* **Communications Report: Krista Insko –** Option positions posted on website and social medias. Send any other communication to Krista if needed. Therasa Cheng notes a few changes will be coming for that list of open positions.
* **Literacy Report: Jenn McCullough –** Online bookfair starts May 21, 2020 and runs through September 4th. 25% of all funds earned by Lacamas during that time comes back to Lacamas in Scholastic Dollars.
  + Board decides on James and the Giant Peach for the All-School Summer Read.
  + $5.99 each for paperback. $2,185.57 after shipping for 365 books (Julie to provide actual number of books needed to Jenn tomorrow)
  + Scholastic rep didn’t think teacher recommendations would be able to be posted to the scholastic site.
  + Fall book fair scheduled Oct 22 – 30 to coincide with Fall Festival.
* **Fundraising Report: Tracy Paskowski –** Officially signed up for the payback books. They’ll be delivered in September if school starts as usual. Delivery date TBD if there is a delay in school starting.
  + Spot-a-Thon delayed until October
  + School Store to start in November

**UNFINISHED BUSINESS**

* **Fifth grade celebration: Stephanie Holderman** 
  + **Books:** Moving on with the books for the fifth graders. The teachers distributed the pages to the students to complete and return, then will be sent to the printers for binding and printing for each fifth grader. Pages are due to be returned by this Friday, May 22.
  + **5th Grade Celebration:** 2:00 pm June 11 Fifth Grade Celebration parade at Lacamas. Parade to include distribution of their certificate, book and gift bag.
  + **Budget** estimated by Stephanie at $500. Budget increased to up to $800.
* **Staff appreciation: Jackie** **Powell** - 14 redemptions out of 68 staff used the deli lunch as of today. Going to extend the offer through the end of May. Payment (done by Michelle): Squeeze & Grind pay in person, the deli can be paid over the phone.
* **Birthday Table: Jackie Powell** – gift bags for the students who missed out on the birthday table this year to be picked up on the final supply pick up day (approx. 150 students) (Pick-up day to occur after the yearbooks are in)
* **Reverse Parade: Therasa Cheng** – Julie suggests the last day of the year. Treat suggestions and quantities. Emily Roberts and Therasa to discuss and plan.
* **Yearbook: Therasa Cheng** – Amanda still waiting for the delivery date of the yearbooks. Finalization of the yearbook was to happen today. Books to be delivered to the school. Will need to label and distribute to the teachers to sort for pick-up day.
* **Open positions: Therasa Cheng** – President, Secretary, Communications, Assistant Treasurer, Assistant Fundraising Chair, Fifth Grade Celebration lead, Yearbook lead all available. Therasa to discuss with Krista on the communication to go out and will also send out to Charlie Volkman to distribute. Katie Redmond suggested adding a teacher liaison to the yearbook staff; Lori Williams volunteered to take that role. Shared folder ideas.

Meeting adjourned at 6:54 pm by Therasa Cheng

Next Meeting: 6:00 pm Wednesday, June 10th, 2020 via Zoom