

## Maple PTSA Working Meeting

Oct 10, 2023

5:30-7pm

Time	Agenda	Who	Next Steps/Notes
5:30	<b>Community Connection</b>  Introductions	Summer/Gina	
5:35	<b>Principal Update</b>	Daisy	<p>Open house Thursday 10/12; self-guided tour of Maple with instructors present and power point with translation and hand-outs with information for families as to the curriculum to be covered in each classroom including specialists. They will also be hosting a flu shot clinic.</p> <p>Flyer in Kid Mail about School Streets to minimize traffic, particularly around bus drop off zones. Families will start seeing cones blocking off parts of Corson Ave to vehicle traffic for the safety of our walking families/students and those who bike to school.</p> <p>Reporting that thanks to various funding sources, there are no staffing losses despite district cuts for the K-3 classrooms. There have been SPED staffing adjustments, Maple is back now to 4.0 vs 2.5. There will be a new SPED instructor joining the team by the 17<sup>th</sup> of October. Maple continues to have one of the largest enrollments of all elementary schools in South Seattle.</p>

5:45	<b>Treasurer Update and Budget</b>	Tiffany/Jarrold	Budget updates, including increase in teacher allocations. Report and vote on Music teacher request for additional funds. Agreed that they can request their allotment and then submit a grant for additional items. There is an overall budget amount of \$5,000 for grants for which teachers can make application for review, consideration and voting by the board.
5:55	<b>Trunk or treat planning, budget for prizes, planning?</b>		<p>Discussion regarding photo booth</p> <p>Google form for pre-registration of vehicles. Allocate numbers for each vehicle with a ballot box for voting.</p> <p>Also hold pre-carved pumpkin contest also with numbers on display for silent voting to take place. Contestants will win prizes. Budget for prizes and possible supplies as needed.</p> <p>Festivities to start at 5:30pm; volunteers to arrive by 5pm, flyers will go out,</p> <p>Gina to bring photo booth props</p> <p>Summer to find out about Instax Mini film and camera</p> <p>Rachel bringing light up balloons and backdrop with fasteners</p> <p>Alice bringing canopy.</p>
6:00	<b>Maple Market updates?</b>	Rachel	Bao is making a flyer explaining that Maple Market is getting back to celebrating the community with chefs to provide food with messaging about why the food is important creating culturally significant dishes.

			Planning first Maple Market on Nov. 17 <sup>th</sup> right before break outside the kindergarden classrooms in covered are. SESSFA to provide recommended language for signage and flyers as to how the funds will be allocated.
6:15	<p>SESSFA MOU updates  <u>Highlights of this year's MoU include:</u></p> <ul style="list-style-type: none"> <li>● Cutoff date for Year 4 distribution totals to be determined based on funds raised through May 31st (#17. Pg 6)</li> <li>● Participating schools to share posts via its communication channels (#6. Pg 4)</li> <li>● Participating schools refrain from hosting fundraisers outside of MaT between April 22<sup>nd</sup> through May 17<sup>th</sup> (#9. Pg 5)</li> <li>● Individual schools convert cash donations and forward checks to Finance Work group by May 17<sup>th</sup> (#11. Pg 5)</li> <li>● Give-back to SESSFA: 5% on first \$10k income raised outside of SESSFA and 10% on any amount over \$10k (#12. Pg 5)</li> <li>● "Income" raised outside of SESSFA defined (#14. Pg 6)</li> <li>● Recommended disclosure to include when soliciting donations, grants, gifts etc. (#15. Pg 6)</li> <li>● SESSFA is requesting Participating Schools share their PTA/PTO budget for radical transparency (#16. Pg 6)</li> </ul>	Alice & Gina	<p>Full MOU <a href="#">Link</a></p> <p>MoU must be signed by participating school principals, PTA/PTO presidents, site leaders and returned to Meghan no later than <b>November 8th, 2023</b>.</p> <p>Agreement that schools who participate will provide 3% of funds raised up to \$10,000 mark, other funds raised above that amount will be shared at 10% to SESSFA. They will be hiring paid admin people to manage the program and take over tasks that have now been the responsibility of volunteers. Move-a-thon happening April 22 – May 17<sup>th</sup>. Plan to get a jump on the planning and signage so families have awareness and are donating the whole year.</p>
6:25	Advocacy Chair Update	Anders	Action item is to research web sites and publications to determine important items and topics that may involve and be important to Maple and the community, then report back to get a feel for what we as an advocacy group may want to pursue or follow, then he will plan to report out to the rest of the group.

6:30	After School Programming	Kate and Anders	Discussion regarding obstacles associated with volunteer needs and coordination. Plan to send out an email message to teachers and other interested parties who might sponsor particular after school activities. Also PTSA will develop a survey to send to families to gauge interest in after school programming as well as potential barriers which may include transportation or cost. Plan to hold agenda space at the next community meeting and include break out groups for families to discuss after school programming. The after school activities committee will also plan to reach out to other community organizations who have partnered with Maple in the past to bring these activities and find out if there might be a way to have one group take on the role of hosting and managing the programming. Plan to report out at next community meeting.
6:40	Call for Community Meeting Agenda Items Other Topics: 6pm on zoom After school break outs	Gina, Summer and Agnes	Nov 14 <sup>th</sup> community meeting to include After School Programs and break out rooms for families to discuss. 6pm on Zoom Also plan to include SESSFA updates on the agenda.
6:45	Maple Gear	Gina	forms will be out and plan to inventory remaining items.
6:50	Volunteer Updates	Tiffany	Will need Book Fair volunteers, TBA

Meeting adjourned at: 6:50pm  
Community Meeting Nov 14  
Next Meeting Working Board meeting: Dec 12

PTSA Role	Nomination
President	Leadership Team - Gina Englund Summer Gallagher Agnes Gomez
VP (Communications Lead)	Leadership Team
Secretary	Leadership Team
Treasurer	Jarrod Manzer
Chat Group Moderators	WeChat: Erica Chau ? WhatsApp: Carmen Rodriguez ? Talking Points: ?
Web/Social Media	Hannah Locke
Maple Cares (program to wind down)	Kate Krueger
After-School Coordinator	Jessica Scarpino; Kate Krueger
Fundraising/SESSFA representatives	Alice Sung Brandt
School Supplies	Jessica Scarpino

Membership	OPEN
Events (can be broken up by event) -Multicultural Potluck (Fall) -Maple Market -BINGO Night (Spring)	Maple Market: Kin Luu; Rachel Lanera
Staff Appreciation	Pam Chin/Bao Ng
Volunteer Coordinator	<b>Tiffany Koyama</b>
BLT (Building Leadership Team)	OPEN
Family Engagement (Family Engagement Action Team)	OPEN
Advocacy Chair	<b>Anders Conbere ?</b>