

Cedar Mill PTC Board Meeting
December 12, 2023

Attendees:

Amy Chamberlain, Andrea Edgecombe, Lauren Garbutt, Mark Linder, Kristi Nelson, Eva Novick

Meeting Minutes:

Principal Update:

- All school pajama day on Dec. 13. Portland Youth Philharmonic will present “Back to Bach.”
- Majority of new A/V system was installed.
- Will be doing renovations paid for by bond dollars over winter break and spring break.
- Met with project manager for garden project. Need to obtain bids but current allocated funding should cover the planned projects.
- In January, will announce the hiring of a paraeducator for kindergarten and a paraeducator for special education. Both positions are funded for 7 hours per day.
- Will remind teachers to ask students to look through lost and found prior to winter break.

President Update:

- Provided committee updates:
 - OBOB: Ms. Chamberlain received confirmation that communication regarding after-school OBOB battles needing to pay for building rental and monitor only applies to Regional Battles where it is not an internal school-only event. Communication went out today regarding OBOB. **Will need volunteer moderators and scorekeepers.** Will update last year’s FAQs.
 - Art Night: Art World will do a community project during Art Night to create a mural.
 - Movie Night: First movie night was a success. Discussed purchase of a BluRay player because PTC is unable to stream movies for these events. Another movie night is scheduled for Friday, Feb. 2.
 - Dine-outs: Will follow up with Shake Shack.
- Internal activities and events will not be published on social media or advertised on the reader board to help limit event attendees to the Cedar Mill Elementary community. Allows PTC to not need food handler’s license.

Ways & Means Update:

Provided Bottle Drop fundraiser update. During holiday drive, raised \$177, which will be matched by Bottle Drop. Also won \$100 from Bottle Drop’s social media contest. Will continue to have bags available in the office and will pick up bags from the staff lounge and former tech room.

Treasurer Update:

Submitted state and federal taxes.

Volunteer Update:

New Work Party drop-in hours appear sufficient to handle teacher and staff requests.

Secretary Update:

Will add email forwarding to additional PTC email addresses where no confirmation was received that prior chair is checking the email account.

Open Items:

- Science Fair committee has started meeting. Will send a save the date flier in January. The Science Fair is March 7. Presentation boards will be set up in the gym. Discussed potential locations for activities.
- PTC supplies are now organized in three locations. Documented what supplies are available and in which location.