

Cedar Mill PTC Board Meeting
February 13, 2024

Attendees:

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

Meeting Minutes:

Principal Update:

- Have been dealing with a District-wide substitute teacher shortage.
- Working with BSD to get funds transferred so garden improvement project can be completed over spring break.
- Discussion regarding PTC policy when teachers submit receipts for amounts that exceed their PTC classroom budget allocation. First grade is doing two field trips and will be over-budget from the PTC field trip budget allocation by a small amount. The first-grade teachers will use their classroom budget allocation to offset the overage from the field trip budget.

President Update:

- Provided committee updates:
 - Garden Project: A volunteer stepped up to chair the Garden Committee. The fencing bid is \$5,300 for a fence that will match the existing fencing. The PTC will pay \$5,300 out of the remaining \$6,653 garden budget.
 - Fifth Grade Send-off: The co-chairs have been organizing the event. Will be doing the same activities as last year's event.
 - Co-chair of Science Fair provided update. **Will need new co-chairs for next year's Science Fair.** Rachel Carson and Sunset students were reviewers.
 - Discussion regarding extra Fun Run T-shirts to use for CME team at OBOB regionals. Extra T-shirts are in the office and are provided to new students who enroll later in the school year.
- Discussion regarding bringing pancake breakfast back as a school event.

Ways & Means Update:

- Will schedule Dine-Outs in the spring.
- Looking at CME-branded merchandise. Will discuss revising budget at next community meeting to provide seed funding to purchase merchandise.

Treasurer Update:

- Provided summary of updates in revenue and expenditures.
- School snack budget has been used up for the year. Discussion regarding school snacks. Will add school snack discussion to agenda at next community meeting.

Volunteer Update:

New volunteers are continuing to be added to the system. The welcome email to volunteers now includes a slide deck with additional information.

Secretary Update:

No updates.

Open Items:

- Discussion regarding next school year: Need to determine criteria for having school events. Need volunteers for Board positions and committees. May revise bylaws.