

STEM PTSA General Membership Meeting
September 25, 2013, Board Room, LWSB Resource Center

1. Welcome and Introductions – Elizabeth Hansford

The meeting was called to order by President Elizabeth Hansford at 7:06 PM. Elizabeth Hansford introduced the current members of the STEM PTSA Board of Directors: herself (Co-President), Jon Clark (Co-President), Christina Ferreira (VP of Community Building), April MacLennan (VP Programs), Lisa Oratz (Chair for Community Education), Anja Rettig (Interim Secretary, Membership Chair), Annette Denenberg (Student Directory) and Byron Shutz (Advocacy Chair). Sridhar Cidambi (Interim Treasurer) was excused from the meeting.

2. Determination of Quorum

A Quorum was present. Sign-in sheets are attached.

3. Vote on Board Members

Sridhar Cidambi and Anja Rettig are currently acting as interim Treasurer and Secretary, respectively. Prior to the meeting, Sridhar agreed to being nominated as Treasurer. There were no nominations from the floor for the position of Secretary. Motion by Lisa Oratz to elect the slate of officers as presented (Sridhar Cidambi as Treasurer and the Secretary position as OPEN). Motion was seconded. Motion passed. The office of STEM PTSA Secretary will remain open until the next General Membership meeting.

4. Standing Rule Changes

Elizabeth Hansford presented the proposed changes to the Standing Rules. The proposed changes are attached. Under “Board of Directors”, the standing committee position of ASB Liaison was removed. This role is currently filled by the Co-Presidents. A standing committee chair for Grad Night was added, as Grad night planning can take up to two years and consumes many volunteer hours. The standing rule changes were discussed. Motion by Byron Shutz to accept the changes to the Standing Rules as presented. Motion was seconded. Motion passed.

5. Minutes – Anja Rettig

The minutes from the General Membership meeting held on May 30, 2013 were presented and reviewed. As there were no questions or corrections, the minutes were submitted into record as written.

6. Treasurer’s Report – Elizabeth Hansford

The ending balance as of September 20, 2013 is \$35,218.14. The Treasurer’s report is attached. Income in September totaled \$27,391.17 (\$22,540.00 in Family Contributions, 4,845.00 in Membership Dues, and \$6.17 in Miscellaneous Donations & Income). The following expenses were recorded: \$104.90 for Hospitality (Curriculum Night) and \$1,077.34 for Community Building (Registration day BBQ).

STEM PTSA filed a 501(c)(3) application with the IRS in May 2013. The IRS has indicated that they need more information from STEM PTSA and has queued the application for assignment to an IRS employee. Currently, applications from May 2012 are being assigned. Given that, it seems unlikely that STEM PTSA will receive 501(c)(3) status this year. Suggestions as to how the process could be expedited were discussed. It was proposed that PTSA members write letters to representatives in an attempt to get the 501(c)(3) application expedited. Elizabeth Hansford will post information to support this effort on the PTSA website.

7. Financial Review Results – Byron Shutz

Byron Shutz submitted the STEM PTSA Year-End Financial Review results, concluding that the STEM PTSA books are in good order and that no substantive problems were discovered. The committee made the following suggestions: Bank statements to be sent to permanent PTSA address, to move the Excel records to software, like Quicken, to

put in place a process to provide grants to the district, school and staff, and to develop a fundraising revenue tally sheet. Byron Shutz thanked Natalie Allenspach for her work as Treasurer in 2012-13.

8. Levy and Bonds Update – Dr. Traci Pierce, LWSD Superintendent, and Byron Shutz, LW Citizens Levy Committee

Dr. Traci Pierce provided an overview of two levy measures and one bond measure, which are going to be on the ballot in February 2014. A handout, which is attached, summarizes the proposed levy and bond measures.

Byron Shutz, Co-Chair of the Lake Washington Citizens Levy Committee, encouraged all parents to support these ballot measures, stressing that a failure to pass these measures would have a negative impact on students, families, the school district, the community, and the local economy. He also thanked PTSA for allocating \$600 in its budget to support the Lake Washington Citizens Levy Committee.

9. STEM PTSA Events/Programs

a) **SAT Prep classes – Lisa Oratz**

Lisa Oratz shared information about the two SAT Prep class sessions which Prep Northwest will be holding at the STEM school. A practice ACT and a practice SAT test will also be offered, open to all students. More information can be found on the STEM PTSA website.

b) **Reflections – April MacLennan**

This year's Reflections theme is "Believe, Dream, Inspire". All students are encouraged to participate in the program. Entry forms are available at STEM in the office and in the main hallway. All entries need to be submitted by October 23, 2013. April MacLennan asked that all students study the guidelines thoroughly, as these have changed over last year.

c) **Volunteer Call - Christina Ferreira**

As a Vice President for Community Building, Christina Ferreira oversees a large number of PTSA programs and activities, all of which require volunteers. She presented a list of open volunteer positions and invited all PTSA members to step forward and fill a volunteer slot in their area of interest. More information about open volunteer positions is available on the STEM PTSA website.

d) **News from the Principal - Cindy Duenas**

The Principal intends to keep communication channels with parents open, through the STEM Blast, monthly meetings with PTSA leadership and by bringing speakers to PTSA General Membership meetings, for example to present the Junior counseling program, Common Core State standards, or the internship program for Juniors.

Dates of Note:

September 26 – Last day for students to register for the Pre-SAT

September 27 – Last day to submit directory information for inclusion in the student directory

September 30 – Washington State PTA Legislative Survey closes

October 23 – Reflections entries due

October 9 – Parent access to Haiku starts

October 16 – Pre-SAT testing at STEM

The meeting was adjourned at 8:39 pm.

Submitted by,

Anja Rettig

STEM PTSA Secretary interim