

April PTC Executive Meeting Minutes

April 10, 2025

5:30 PM - The Lodge

In attendance: Heather Fairbairn, Sara Jones, Staci Tsuda, Caroline Regan, Devon Phillips, Diane Welch, Melanie Cooke

Agenda/Item:	Notes/Next Step/Agreements:
<p>PTC Activities</p> <ul style="list-style-type: none">a. Yearbookb. Kids Kreationsc. Staff Appreciationd. Great Skate & Silent Auction - lots of items cominge. Spiritwear and upcoming Coffee Cart Datesf. PTC Donations gift - Parent Square?g. Summer Scholarships - Increase?	<ul style="list-style-type: none">a. Yearbook submitted and should arrive early June. PTC Members reviewed all sponsors to make sure they would all be included in the Yearbook.b. Usually arrives by Mother's Day. We've made roughly \$1500 for orders thus far, but does not include online orders. (\$200 over what we thought we'd make!!)c. Staff Appreciation still May 12-16th. Caroline will organize/purchase breakfast and PTC will reimburse. Monday will be breakfast. Either Tuesday & Wednesday will be smoothie or massage day. Thursday would be the luncheon. PTC will send out an email to get volunteers to help with yard duty. PTC is working on a budget for the week to determine what gifts will be purchased for teachers and staff.d. Contract is signed with Northstar. Auction items are coming in! PTC will need to purchase event insurance, Heather will reach out to get a quote for this. PTC needs their own insurance.e. New pajama pants are going to be sold at Coffee Cart this week. April 22nd is a maybe for Coffee Cart because that is Dia del Nino and there will be no community meeting that day. Heather will talk to Saira about that. Other coffee cart dates: 4/11; 5/9; 5/22; 6/4f. Heather motioned to have the PTC help fund the parent square app, Devon seconded it. Also talked about purchasing a SELS banner for the gym (including SELS norms). Also discussed ordering 6 more tents, potentially ordering these from Costco

	<p>and a picnic table like the ones they have now and potentially two replacement umbrellas & 1 new one for the new table. More lanterns and headlamps for each crew box was also discussed. Caroline will look into tables, Heather will look into umbrellas.</p> <p>g. Discussed increasing the summer scholarships by \$1500 and also a cap for 20% of the total scholarship fund per family. Will need to add this and update the guidelines for next school year. Due to Maura's reaching out to families there was a big increase in scholarship applications.</p>
<p>PTC Business</p> <p>h. Opening Executive Council Positions: PTC Co-chair and Treasurer</p> <p>i. Financial Update - Staci</p> <p>a. Zeffy.com (replacing Square?)</p> <p>j. PTC Grants</p> <p>a. Worster - \$1500 (Initial \$1500 approved in Q4, 2024)</p> <p>b. Better World (Gallagher and Manczeskii)</p> <p>k. College Scholarships - 4 to review</p> <p>a. Vote after spring break</p> <p>l. PTC Summit update</p> <p>a. Insurance</p> <p>m. Board Update</p>	<p>h. 2 open positions for the PTC this coming school year. Start sending out emails about this to let people know & discuss at BTSN.</p> <p>i. PTC has been talking about using Zeffy.com instead of Square to process payments since it would save money in the long run. Heather will talk to Saira about setting this app up to see if she can spearhead this.</p> <p>j. PTC Grants:</p> <p>a. Worster: Wrote grant for Roundhouse visit to make a bike rack his class is making. Need to get more information about the cost of the Roundhouse visits. We have granted the \$1500 for almost half the grant and now will be fully funded for a total of \$3500. Heather made a motion to approve, Staci seconded.</p> <p>b. Better World: Gallagher and Minczeski wrote a grant for Better World Day, which is a week long project for creating a Mindful Meander (a mindful walk around campus with signage). Discussed making this a line item for the future. Staci motioned to approve, Sara seconded.</p> <p>k. Legacy Scholarships were discussed, scholarships for former SELS students who are graduating from high school. Heather made motion to increase budget to \$4,000, Devon seconded. All were in favor. PTC members will read through applications and vote after Spring Break.</p> <p>l. At the PTC Summit, it was discovered that the PTC will need their own event insurance for each event they host.</p>

	<p>m. Discussed the Centegix system, which is a protective system for intruders on campus. Going to update this system. Website will be updated with parent square system to make it more functional. There is a new law requiring volunteers to be fingerprinted, TB tested, going to use the same system that the district uses. Discussed top 3 priorities: finance committee, helping explain EL education to parents, Promatora program_job for a bilingual parent to help to see if families have questions or promote volunteering. Discussed reigniting the buddy families or some way of welcoming Kinder and new families and teach them about fieldwork and EL education. Discussed having a Back to School BBQ.</p>
--	---

Next Meeting: | Tahoe Donner Lodge
May 14th @ 5:30