Present:
Jen Emrich (Co-President), Lara Kreyenhagen (Co-President), Andy Jensen (Legislative Rep), Molly Wyman (Co-Secretary), Linda Mullen (7th Grade BLT Rep), Meghan Dort Lackey (Events Planning Chair), Linda Moy (Community Building Chair), Meher Antia (Equity & Outreach Co-Chair), Eric Pedersen (Vice President), Joy Rothrock (Co-Treasurer), Gilia Angell (Special Education Parent Liaison), Elizabeth Geri (Elementary School Liaison), Dan Washburn (Communications Chair), Nicole Kwantinetz (ASB Vice President), Michael Dunning (Meany History Teacher/ASB Advisor), Adrian Manriquez (Meany Language Arts Teacher/ASB Advisor)

Absent:
Joseph Wyman (Co-Secretary), Anna Finkenzeller (8th Grade BLT Rep), Karen Axtell (Co-Treasurer), Vivian van Gelder (Equity & Outreach Co-Chair and 6th Grade BLT Rep)

Welcome and Introductions (Lara Kreyenhagen)

Lara introduced herself and had everyone around the table say their name, position and connection to Meany.

Board Business

Approval of the Minutes
Meghan moved to approve the minutes from the October board meeting. The motion was seconded and unanimously approved.

Treasurer Report (Joy Rothrock)
Joy presented the Income and Expense Report. Eric Pederson asked about the budget appearing to be in the negative by $6K. Jen explained that we have reserve funds to cover this and the Annual Fund income should correct this. Teachers and staff are turning in reimbursement requests earlier than in previous years.
Annual Fund Update (Jen Emrich)
Dan Johnson (Annual Fund Co-Chair) submitted a note that says we have raised more than $10k already and will continue to place Annual Fund reminders in the e-Newsletter and robocalls. Jen Emrich noted that the Income and Expense report isn’t reflecting Annual Fund monies collected thus far because many of the donations have been online via PayPal. Lara Kreyenhagen made a plug for board members to participate in the annual fund with any amount of giving, as that is standard to being part of the board on a non-profit organization.

Tax Update
Lara explained that Tax Form 990-EZ (2017) is ready to file and that we will now have to complete Tax Form 990-EZ (2018). The 990-EZ is an accounting of what we brought in and what we spent. We have not filed taxes to date since Meany re-opened. We were waiting for non-profit status, and did not file extensions. We are hoping to avoid a penalty and will appeal should we be given one. Jen had her sister who has an accounting background look at it, and she didn’t notice any red flags. Jen will sign the tax return mail it.

Lara’s husband Jim prepared the taxes, and it was difficult to do because the first year’s PTSA treasurer did not enter any of the data into a computer. The records were in a notebook of all paper receipts that had to be organized and sorted. The return for 2018 should be easier since the financials were recorded online. In the future, we have money in the budget to pay for an accountant to handle our taxes if we decide to go that route.

Lara and Jim will work on the 2018 tax return over the weekend so that we can hopefully get that submitted before November 15th.

Changes to Standing Rules
Jen introduced some proposed changes to our Standing Rules (sent out to the board via email with suggested edits marked up). Any changes need to be voted on at our next general membership meeting.

Jen added some wording suggested by Andy permitting electronic voting for board members. Linda Moy suggested that wording be added indicating that the term of a board member is one year. Eric suggested listing the term as a one year term with a maximum of two terms served per position.
Linda Mullen had a question about why we are raising our PTSA dues after the start of the school year. Jen explained that the Seattle Council PTSA raised their rates, so we are actually losing money. Andy explained that the Seattle Council waived fees initially for Title 1 Schools that have 40% of students on free or reduced lunch.

Karen suggested (via email) that we update the table listing deadlines to reflect that we are billed once per month for memberships. Karen also suggested changing the financial review to once per year (at the end of the fiscal year) done by a committee of at least two people. Also, the section under bank accounts and statements seems outdated because we don't get paper bank statements, and it is requiring multiple people to review and initial things. This was deemed overkill and will be removed from the standing rules.

Jen noted that according to our Standing Rules we must file for a Seattle business license and also a WA state business license. Joy volunteered to work on filing those.

Andy moved to approve all the proposed changes to the Standing Rules, all at once as a slate. Megan seconded the motion. The changes to the Standing Rules were unanimously approved and will now need to be adopted by a vote at the upcoming general meeting.

**Membership Report** (Jen Emrich)

The Meany PTSA has 91 members currently. We will do a push at this month’s general meeting to increase membership.

**Nominating Committee**

We need to form a Nominating Committee to seek out candidates for next year’s PTSA Board. We need to elect three people to the nominating committee, and this should happen at the next general meeting if possible. The Co-Presidents and the Principal are not allowed to be on the nominating committee. The nominating committee does not have to be made up of board members. Andy said it is a good way for someone who doesn’t have time to fully serve on the board to get involved.

**PTSA General Meeting - Tuesday, 11/26 at 6:30pm in the library**

Mr. Finney is slated to attend to talk about the upcoming spring musical.
**ASB Update** (Mr. Manriquez & Mr. Dunning)

Mr. Dunning let the group know that the first Meany Pep Rally (planned by the ASB) was a huge success and that students responded really well. The overall mood in the school post pep rally seemed higher according to Ms. Oatis.

Mr. Manriquez talked about the election process. He said there was a lot of interest around ASB in the school community once elections were announced and eventually held. Lots of people participated and were able to vote on Spirit Week themes.

The ASB Instagram account is a huge hit with the students. Mr. Manriquez feels that ASB is helping to contribute to the overall school culture in a really positive way, and because it is a new program they are able to build their own traditions.

ASB is currently an afterschool program, but Mr. Dunning and Mr. Manriquez hope that it can become a class (elective) next year. They currently have 18 kids participating and two meetings per week: one required and one optional. They feel that they could be much more impactful if they could turn it into a real class, and Meany is in need of more electives. They are finding that they often need to pull students from class during the day to participate. Eric suggested that an advisory period might be good for this, and Mr. Dunning said ideally it would be advisory plus first period to maximize time.

The ASB is currently working on a dance, and they are also hoping to have a leadership training or team building experience. They are also planning the 8th Grade Cruise.

Ms. Marshall has been in touch saying that the PTSA can’t take money at the door for student body (ASB) events like the Talent Show and Musical. This happened in the past because there was not an ASB last year, and now we will need to get on the right track to keep funds from intermingling. Andy said that the ASB can apply to PTSA for grants. Ms. Marshall just completed a training on rules/requirements for ASB, and Mr. Manriquez and Mr. Dunning are meeting with her to understand the new process.

Andy spoke about the idea of the ASB connecting with newly elected school board members to engage on a higher level to make their voices heard. Eric suggested adopting Garfield’s ASB model so that the kids will be ready to move into high school or talking to Washington Middle school about how their ASB program works. Mr. Manriquez said this is something that they are looking into.
Events/Community Building

Taste of Meany Update (Meghan Dort Lackey)
There was a great turnout at the event. Approximately 75-80 people attended over the 2 hour period. The planning committee didn’t account for the kids who came alone (straight from an after school club or sports practice) without parents and didn’t contribute food. At times food seemed sparse. It would be great for the PTSA to supply veggie trays next year since most food contributed were entrees, and it would be good to have some appetizers. Madrona Elementary parents said that Multicultural Night is very popular at Madrona, and they were excited to see the tradition continue at Meany.

Elizabeth Geri asked how the event was communicated because there seemed to be a lot of buzz. Meghan said it was advertised at school and through all of the regular channels: Meany Facebook, Meany Middle School website, PTSA newsletter and robo calls. The robo call system was down the night before unfortunately.

Linda Moy shared feedback that some families might have been unable to attend because money can be tight at the end of the month and suggested that an earlier time in the month might be more accessible for some people to participate. Linda Mullen pointed out that we would need to take into account Jewish holidays if moving the event date up next year. Some families requested a later start time.

Overall, people made big efforts and the food was really good. It seemed as though people came in two waves: an early crowd and a later crowd. It was suggested that music might be nice in the background and some kind of ice breaker game to help families get to know each other. Andy suggested Bingo cards as an idea.

Dinner for Teacher/Staff on Conference Night – Tuesday, Nov. 12, 5:00-6:00 pm
The last two years we’ve set up a potluck in the teacher’s lounge. Food can be dropped off at school earlier in the day, as there is storage in the kitchen for it. Maureen Gaines created a SignUpGenius and many slots are already filled. We sent the sign-up link to the Volunteer list and will also include in the newsletter.

Meany Talent Show – Friday, Nov. 22 at 7:00 pm
Volunteers are needed to collect donations at the door. As discussed earlier in the meeting, rules need to be established around how this will work. This should be an ASB job potentially, but ASB can’t take the money away after the event - they will need to get
a safe or something, as well as their own Square account. Mr. Finney has asked about possibly doing a bake sale at the event (organized by Stage Club parents last year) to raise money for Stage Club.

**Community Outreach Fair at Meany – Saturday, Dec. 14, 1:00-4:00 pm**

Jen read Ms. Kammel's letter about an event she is helping to organize along with the Wellness Team around the holidays to support members of the Meany community who may be suffering hardships and may need some additional assistance during the holidays. Nike has offered to partner and run basketball clinics during the event, and food will be provided. A food drive will be held and potentially a shoe drive. Ms. Kammel is hoping that the PTSA would help volunteer at the event.

Andy suggested that Community Outreach Fair may not be the most compelling name and wondered if the event is open to the whole school community.

Mr. Manriquez said that we should be thoughtful about the way the event is organized because of privacy issues for students who qualify for free or reduced lunch. Andy suggested that their process for planning the event be run through the racial equity analysis tool on the SPS website:

https://www.seattleschools.org/departments/department_ofracial_equity_advancement_drea/racial_equity_analysis_tool

Linda Moy asked if we should partner with Washington Middle School or reach out to other community organizations who might want to participate as well (Ms. Kammel already mentioned Garfield High School). Linda will reach out to Ms. Kammel to see if she needs help with this.

**Elementary School Liaison Update** (Elizabeth Geri)

**Analysis of Enrollment Trends + Strategy to Improve/Recommended Next Steps**

Elizabeth proposed that we put together a team to connect Meany to the feeder schools. Elizabeth has points of contact with the elementary schools. She has found that some schools already have some negative perceptions about Meany and are passing this along to potential students.

Elizabeth dug into enrollment data and outlined 3 key metrics that she thinks will help us attract and retain students: Retention Rate, Meany Attendance Area Population Participation Rate, and Retention Rate and Feeder School Population/Private Schools. *Please see Elizabeth’s detailed research as a separate document.*
There was some controversy around McGilvra’s upcoming school informational night in December, as they’ve invited private schools. Eric raised a concern that private schools should not be invited to a public school transitional event.

Elizabeth believes that we need to differentiate Meany beyond the ROAR. We need to focus on communicating that we are a community school. We need to develop community outreach programs that support the values and our message.

Jen expressed frustration over the rumors that go on about Meany when families that leave spread negative stories. Eric suggested exit interviews with families that leave. Elizabeth says that we also need to set expectations when people walk in the door. What does it mean to attend a school in your community? We have neighborhood walkers, kids on public transit and an incredible breadth of diversity. How can we spin that?

Lara acknowledged that we don’t have a clear mission statement or a message to put out. It was suggested that we could put together a video with some clips of the positive things like athletics, talent show, musical, band & orchestra concerts, etc.

Could Meany students volunteer with the elementary students to build those relationships earlier? Could we possibly bring feeder school kids to Meany to see a play during the day?

Linda Mullen suggested that we need to succinctly summarize the positive things that are happening at Meany: like Mr. Mosgrave bringing feeder school orchestras to the school to see Meany kids. The student to student connection is really important. Linda got involved with the PTSA to find out what is really going on at the school because the rumors she heard coming in seemed to be contradictory. Linda offered to work with Elizabeth on this project.

Elizabeth feels like we need liaisons who have a Meany student AND an elementary student at the feeder schools. Lara suggested that maybe it needs to be a committee set up with specific action points. Eric noted that Ms. Oatis’s new family welcome Powerpoint at the beginning of the school year (first day of school for 6th graders) contained a mission statement and was a very powerful presentation. He suggested that we review it.
**Race & Equity Team Update** (Meher Antia)

Meher talked to Mr. Smalls about forming a student R&E team. A student survey is being put together to ask students if they believe a R&E team would be beneficial and testing the waters for interest in involvement. Vivian is going to talk to Leschi about their R&E team and how that worked and whether or not students from Leschi who may have participated in the team are at Meany now. Some people have suggested that the R&E team be part of ASB or have a liaison between ASB and future student led R&E team.

**Special Ed Parent Liaison** (Gilia Angell)

The library has been booked for a Meany Special Ed Parent meeting on Tuesday, November 19th. The meeting will help to determine the best focus for the group, whether it be parental support and/or Special Ed teacher support.

**Legislative Update** (Andy Jensen)

Andy outlined the Legislative Priorities for the 2019-2020 Legislative Session in Olympia:

- Social Emotional Learning - training for administrators and staff
- School Construction bonds
- Preventing gun violence
- Strategies to address the teacher shortages
- Strategic K-12 Investments to close the gap: smaller class sizes
- High quality pre-school
- Raising the age of tobacco delivery systems to 21

Andy said looking at things through this lens helps to build momentum, and he will share with ASB.

*Please see Legislative Priorities as a separate document for more details.*

**Meeting adjourned:** 8:15 pm