



ICS PTSA Parent Meeting

March 14, 2017

- Call to Order
- Approval of minutes
- Treasurer's report
- Announcements
 - Board nominations
- Principal's report
- Adjournment



Approval of Minutes

Niko Schuessler/Amy Yates – Co-Secretaries

January draft Parent Meeting Minutes posted on:

https://icsptsa.org/icsptsa/images/meeting_minutes/2017-01-10-parentmeetingminutes.pdf

and distributed through 3/12 newsletter.

- Approval of January Minutes as distributed

February Treasurer's Report

1 Income	Income	Expenses	Year to Date	Net Budget	More/-Less
Parent Membership Fees	-	-	\$ 83,380.00	\$ 83,000.00	\$ 380.00
Matching Funds	\$ 831.16	-	\$ 55,874.14	\$ 35,000.00	\$ 20,874.14
Passive Fund Raising	\$ 64.85	-	\$ 73.97	\$ 1,000.00	\$ (926.03)
Interest Income	\$ 17.53	-	\$ 144.21	\$ 100.00	\$ 44.21
Club Income	-	-	-	-	-
Total	\$ 913.54	-	\$ 139,472.32	\$ 119,100.00	\$ 20,372.32

2 General	Income	Expenses	Year to Date	Net Budget	More/-Less
Administrative	-	\$ 65.68	\$ (1,010.68)	\$ (2,200.00)	\$ 1,189.32
Scholarship Fund (Need Based)	-	-	-	\$ (3,000.00)	\$ 3,000.00
Discretionary Fund	-	-	-	\$ (3,000.00)	\$ 3,000.00
Regional Activities & Training	-	\$ 4,185.21	\$ (3,931.11)	\$ (4,600.00)	\$ 668.89
Total	-	\$ 4,185.21	\$ (4,941.79)	\$ (12,800.00)	\$ 7,858.21

3 Activities Support	Income	Expenses	Year to Date	Net Budget	More/-Less
Clubs	-	-	\$ (2,289.15)	\$ (12,000.00)	\$ 9,710.85
Graduation Class	-	-	-	\$ (7,620.00)	\$ 7,620.00
International Partnerships	-	-	\$ (562.36)	\$ (500.00)	\$ (62.36)
Cultural Arts Day	-	\$ 4,162.41	\$ (5,075.52)	\$ (8,000.00)	\$ 2,924.48
Reflection	-	-	-	\$ (300.00)	\$ 300.00
Snacks after school activities	-	-	\$ (133.43)	\$ (500.00)	\$ 366.57
Total	-	\$ 4,162.41	\$ (8,060.46)	\$ (28,920.00)	\$ 20,859.54

4 Community/Facilities Support	Income	Expenses	Year to Date	Net Budget	More/-Less
Emergency Preparedness	-	-	-	\$ (2,000.00)	\$ 2,000.00
Community Building	-	-	\$ (1,847.54)	\$ (4,000.00)	\$ 2,152.46
Hospitality	-	-	\$ (298.61)	\$ (500.00)	\$ 201.39
Staff Appreciation	-	\$ 338.17	\$ (1,452.81)	\$ (5,000.00)	\$ 3,547.19
Site	-	\$ 123.13	\$ (755.16)	\$ (6,600.00)	\$ 5,844.84
Total	-	\$ 461.30	\$ (4,354.12)	\$ (18,100.00)	\$ 13,745.88

5 Information Support	Income	Expenses	Year to Date	Net Budget	More/-Less
Levy	-	-	-	\$ (500.00)	\$ 500.00
Legislative Training	-	-	-	\$ (75.00)	\$ 75.00
Newsletter	-	-	-	\$ (450.00)	\$ 450.00
Student Directory	-	-	\$ (966.00)	\$ (1,000.00)	\$ 34.00
Volunteer Coordinator	-	-	\$ (28.47)	\$ (75.00)	\$ 46.53
Website	-	\$ 247.57	\$ (247.57)	\$ (250.00)	\$ 2.43
Total	-	\$ 247.57	\$ (1,242.04)	\$ (2,350.00)	\$ 1,107.96

6 Curriculum Enrichment	Income	Expenses	Year to Date	Net Budget	More/-Less
College Partnerships	-	-	-	\$ (500.00)	\$ 500.00
Movement Program	-	-	-	\$ (3,000.00)	\$ 3,000.00
Teacher Training/Conferences	-	-	-	\$ (5,000.00)	\$ 5,000.00
Recurring Curriculum Enrichment	-	-	\$ (195.00)	\$ (15,000.00)	\$ 14,805.00
Grant Based Curriculum Enrichment	-	-	-	\$ (25,000.00)	\$ 25,000.00
Senior Scholarship	-	-	\$ (4,000.00)	\$ (4,000.00)	-
Curriculum Review	-	-	-	\$ (9,200.00)	\$ 9,200.00
Grading Review	-	-	-	\$ (4,000.00)	\$ 4,000.00
Student Summit	-	-	\$ (19,918.48)	\$ (20,000.00)	\$ 81.52
Student Supplies	-	-	\$ (21,950.00)	\$ (22,000.00)	\$ 50.00
Teacher Advisor Support	-	-	-	\$ (18,000.00)	\$ 18,000.00
National History Day	-	-	-	\$ (2,000.00)	\$ 2,000.00
Senior Year Book	-	-	-	-	-
Salish sea trip	-	-	-	\$ (13,582.00)	\$ 13,582.00
Total	-	-	\$ (46,063.48)	\$ (141,282.00)	\$ 95,218.52

	Income	Expenses	Year to Date	Net Budget	More/-Less
Grand Total	\$ 5,738.54	\$ 9,798.97	\$ 74,864.66	\$ (95,504.89)	\$ 170,369.55
Grand Total (Excludes Passthroughs)	\$ 913.54	\$ 6,789.07	\$ 73,463.23	\$ (84,352.00)	\$ 157,815.23

Balances as of Start Date	2/1/2017	2/28/2017
Checking	\$ 152,262.68	\$ 148,196.61
Savings	\$ 73,464.03	\$ 73,469.67
Total	\$ 225,726.71	\$ 221,666.28

Mid Year Financial Review

- Review Scope

- Board meetings and officers
- Treasurer's report
- Bank Statements
- Withdrawals and Deposits
- Insurance
- Tax

- Review Committee

- Gopal Krishnan Shankar
- Margaret Chik
- Pearl Zhao

- Review Timeline

- Last review 7/19/2016
- Review Period 7/2016 – 12/2016
- Review completed 1/28/2017

- No Comments, all in order !

Reimbursement Form

- Find the form on our site
 - <https://icsptsa.org/icsptsa/index.php/forms-and-documents>
- Important Information
 - Committee/Event/PTA Budget Line
 - <https://icsptsa.org/icsptsa/index.php/contact-us/committee-chair/committee-chairs-alpha-listing>
 - https://icsptsa.org/icsptsa/images/financial_reports/final_budget_2016-2017.pdf
 - Free text 😊
 - Committee Chair Approval
 - Signature
 - Email
- Submit form & matching receipts
 - PTSA Mailbox
 - Email davitan@icsptsa.org



Board Nominations 2017/18

Open Positions

- Co-President
- Co-Treasurer
- Co-Secretary
- Co-Secretary x2
- VP Activities Support
- VP Information Support
- VP Curriculum Support

- Submit nomination to
nominations@icsptsa.org
- Election at April meeting (4/18)
- Job descriptions
www.Icsptsa.org > Forms and Documents > [Position Descriptions for Officers](#)



Volunteer Hours – 30 Hours Required

Summary:

- 142 families have reported 0 volunteer hours
- 173 families have reported some volunteer hours
- 103 families have completed their volunteer hours
- 418 total families



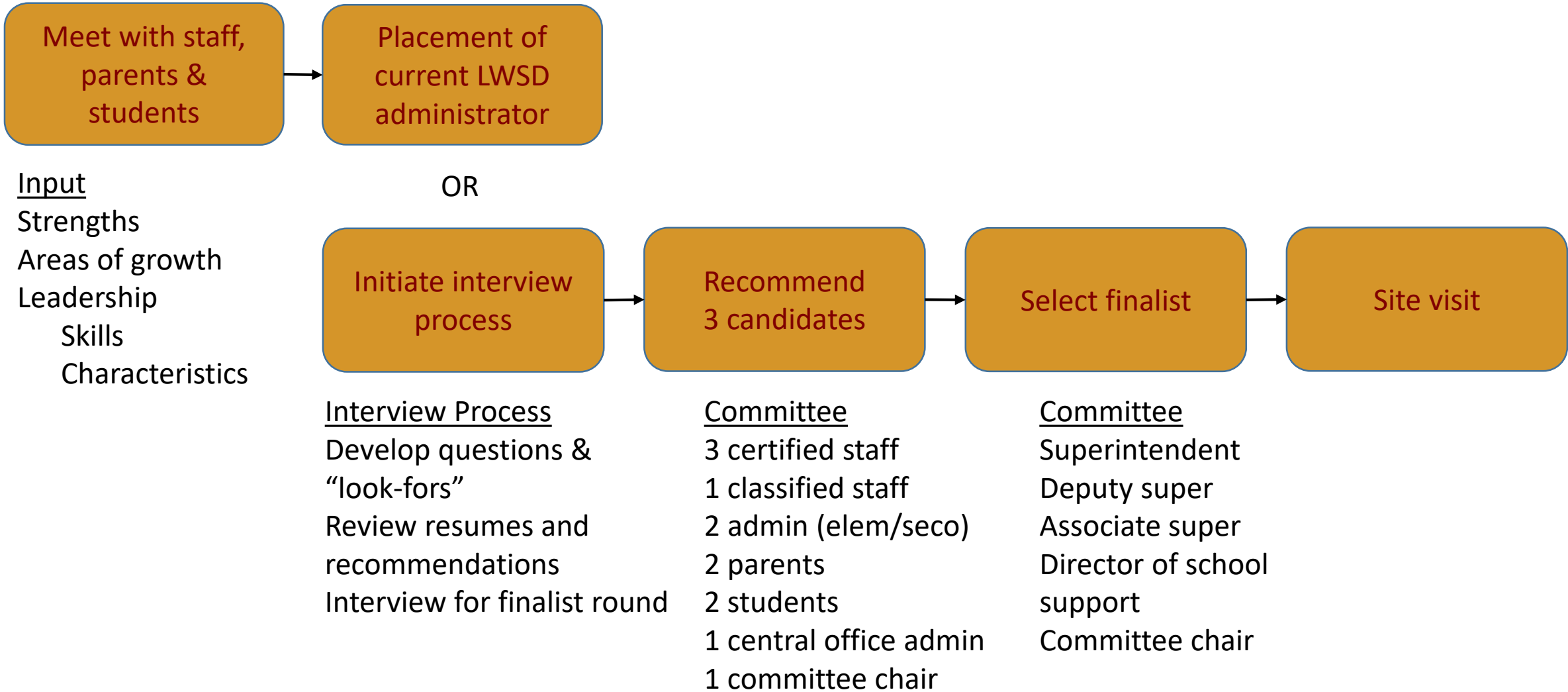
Principal Report

- Dr. Moncada



Adjournment

Process – Leadership Change



Principal Evaluation Criteria

1. Creating a Culture

- Create a school culture that promotes the ongoing improvement of learning and teaching for students and staff.

2. Ensuring School Safety

- Provide for school safety.

3. Planning with Data

- Lead development, implementation, and evaluation of a data-driven plan for increasing student achievement.

4. Aligning Curriculum

- Assist instructional staff in aligning curriculum, instruction, and assessment with state and local learning goals.

5. Improving Instruction

- Monitor, assist, and evaluate effective instruction and assessment practices.

6. Managing Resources

- Manage both staff and fiscal resources to support student achievement and legal responsibilities.

7. Engaging Communities

- Communicate and partner with the school community to promote student learning.

8. Closing the Gap

- Demonstrate commitment to closing the achievement gap.

Parent Workshop

6 questions

- What does this school do well?
- What could this school do better?
- What should this school be focused on?
- What qualities do we need in a principal?
- Any other thoughts?

Process

- Split up in 5 groups & station by each board
- Use post it notes to write your response & post on board
- Rotate through all stations
-
- Rotate through stations again and use vote flags to tag your top three responses for each question

Individual Input

Leadership Change Engagement Process	
_____ School	
I am a: <input type="checkbox"/> Student <input type="checkbox"/> Staff <input type="checkbox"/> Parent	
Identify the strength and focus areas of your school in the following categories:	
Strength in School Culture (Criterion 1, 7)	Focus areas in School Culture (Criterion 1, 7)
Strength in Curriculum and Instruction (Criterion 3, 4, 5, 8)	Focus areas in Curriculum and Instruction (Criterion 3, 4, 5, 8)
Strength in School Safety (Criterion 2)	Focus areas in School Safety (Criterion 2)
Strength in School Resources (Criterion 6)	Focus areas in School Resources (Criterion 6)
What are the leadership <u>skills</u> and <u>characteristics</u> that would support the work?	
School Culture	
Curriculum and Instruction	
School Safety	
School Resources	

School Culture (Criterion #) <ul style="list-style-type: none"> ▪ Creating a Culture (#1) ▪ Engaging Communities (#7)
Curriculum and Instruction <ul style="list-style-type: none"> ▪ Planning with Data (#3) ▪ Aligning Curriculum (#4) ▪ Improving Instruction (#5) ▪ Closing the Gap (#8)
School Safety <ul style="list-style-type: none"> ▪ Ensuring School Safety (#2)
School Resources <ul style="list-style-type: none"> ▪ Managing Resources (#6)
Sample Skills: <ul style="list-style-type: none"> ▪ Understands the connection between curriculum, assessment, and instruction in all classrooms ▪ Has strategies to reach all learners ▪ Ability to organize work ▪ Effectively addresses safety issues ▪ Knows how to build an atmosphere of collegiality, trust and respect ▪ Builds rapport with PTSA and parents to support the learning of all students ▪ Knows how to use data to improve instructional program
Sample Characteristics: <ul style="list-style-type: none"> ▪ Likes kids ▪ Approachable ▪ Good communicator ▪ Open-minded ▪ Has high expectations ▪ Sincere ▪ Values diversity ▪ Responsive

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