



Kirkland Middle School PTSA 2.8.77  
General Membership Meeting  
May 24, 2022, 7:00PM  
Virtual via Zoom

## Minutes

1. **Call to Order:** President Sarah Rock called the meeting to order at 7:03 PM. The attendance list was recorded on Zoom.
2. **Minutes & Correspondence:** The minutes of the March 29, 2022 meeting were shared prior to the meeting. The minutes were approved and moved to record. There was no correspondence to share.
3. **Financial Reports:** The March and April treasurer's reports were shared with the membership prior to the meeting. The membership had no comments or questions, and so the reports were moved into record.
4. **Business Items**
  - a. **Proposed 2022-2023 Budget:** Peter shared a draft budget for our 2022-23 school year: we have produced a budget that is in line with pre-Covid budgets, with some adjustments made to support changes in our activities and new programs. This budget is not a balanced budget, but rather was created with the intention of spending down our reserves.
    - i. We did a minor cleanup of the Programs category line items, and moved Communications to Admin.
    - ii. We made small additions of \$100 each for the student directory, lunch sports equipment, and walkabout line items.
    - iii. Hospitality will be funded at \$150, for coffees with the principal.
    - iv. A Financial Literacy Program will be funded at \$500.
    - v. We merged our Mother's Day and Father's Day events into a "Family Engagement Events" line item.
    - vi. We added the "Equity Project" line item, which will fund \$5000 for t-shirts for the entire student body.
    - vii. Emergency Prep will be doubled to \$1000, to play catch-up (we haven't been spending from this fund for several years) and also to fund an update of first aid kits and medical supplies
    - viii. We added funding for the Peer Mentor program at \$850 (to purchase t-shirts for participating students)
    - ix. We are setting a \$5000 budget for sponsored facility projects (including a health room curtain and other physical projects)
    - x. ***Michelle Janson made a motion to approve the budget as presented. The motion was seconded and approved.***

**b. Nominating Committee Report:** Sarah Rock shared the WSPTA Uniform Bylaws on the election of Officers. The following slate of candidates, put forth by the Nominating Committee, was shared with the membership on May 8, 2022.

- i. For the office of President: Kim Biddle and Co-President: open
- ii. For the office of Vice President, Communications: open
- iii. For the office of Vice President, Student Programs: Wendy Alston and Jessica Conver
- iv. For the office of Vice President, Ways and Means: Heidi Wong
- v. For the office of Vice President, Outreach: Hilary Pike and Karen Smith
- vi. For the officer of Treasurer: Michelle Janson and Tricia Barendt
- vii. For the office of Secretary: Cheryl Geels

**c. Election of Officers:**

- i. Nominations were welcomed from the floor for each office. For positions with nominations, each nominee was announced.
- ii. Votes for election of the proposed slate of nominees were taken via chat on zoom.
- iii. The following officers have been elected for the 2021-2022 school year:
  1. For the office of President: Kim Biddle
  2. For the office of Vice President, Student Programs: Wendy Alston and Jessica Conver
  3. For the office of Vice President, Ways and Means: Heidi Wong
  4. For the office of Vice President, Outreach: Hilary Pike and Karen Smith
  5. For the officer of Treasurer: Michelle Janson and Tricia Barendt
  6. For the office of Secretary: Cheryl Geels
- iv. The offices of Co-President and Vice President of Communications remain open.

**5. Principal's Report:** Niki Cassaro

- a. We are gearing up for the end of the year, and have had and will have many activities on the calendar.
  - i. The Race to Be Human Panel was very successful and moving: thank you to the PTSA for soponsoring and organizing that screening.
  - ii. The school play was very fun, and it was a great experience for the kids.
  - iii. Our regular SBA testing is complete, and now we are in the process of conducting make-up testing.
  - iv. Karen is organizing our Family Bingo Night on June 3
  - v. June 6 will be our incoming Panther night, an information night for our rising 6th graders.
  - vi. We have many last-week-of-school events on the calendar as well (8th grade celebration, concerts, field day, etc.)
- b. The School Sign is going to require environmental engineers and permits: it is in progress. We are hoping it will be done by the start of school, but we are not sure.
- c. We are going to be adding some new facilities as our enrollment is increasing: we are working with architects now. The timeline for the building is not firm yet. Our expansion would be designed to support 200 new students: this addition of students would be the result of a boundary change in 2024, shifting some of the student population

from Rose Hill Middle, in addition to the expected steady growth which is anticipated within our current boundaries

## 6. Board Reports

### a. **President's Report:** Sarah Rock

- i. We are accepting nominations for our Golden Acorn and Outstanding Teacher awards. For more information and to submit a nomination, go to <https://kirklandmiddlepta.org/Page/Pta/Awards>
- ii. We have approved some Supplemental Grants, including one for a rocker glider chair for our transition room.
- iii. There will be a welcome coffee with the principal at Lake Washington High School for rising freshmen tomorrow at 6:00 PM.
- iv. We did a Bike to School event last Friday, along with Jean Guth (our Sustainability Chair) in conjunction with Mr. Roth: it was fun and well attended, and we should consider doing it again next year.

### b. **Programs:** Wendy Alston and Jessica Conner

- i. The school play went very well and was very successful.
- ii. We are looking forward to launching Junior Achievement next year.
- iii. We are hoping for growth in the walkabout program next year.

### c. **Outreach:** Hilary Pike and Karen Smith

- i. The Race to Be Human event was great.
- ii. Our final outreach program, Family Bingo, will be on June 3 from 6:30-8:00.
- iii. There will be an 8th grade celebration at the end of the year, and details will be shared in the Panthergram.

## 7. Call for Volunteers:

- a. June 14: Miss Haggerty needs help for Laptop Turn-In. There was a sign-up link in the most recent Panthergram.
- b. June 16: There will be a need for parent volunteers in the afternoon for the end-of-year carnival put on by Leadership. A sign-up will be shared with parents soon.

## 8. **Adjournment:** President Sarah Rock adjourned the meeting at 7:52 PM.

Respectfully submitted,

*Cheryl Geels*

Cheryl Geels, Secretary