

Parent Staff Organization Meeting Notes
September 26, 2023

Call to order: -*Ashley* **6:03**

- **Roll Call**

- Ashley Wilkins, Cynthia, Marely, Seven Star, Tara Williams, Danni Keller, Shannon Graham, LeFawn'e Robinson, Elysse and Justin Morton, Sharon Macklin, Trey and Stephanie Steinlein-Balding, Taylor Mendoza, Heather Quackenbush, Chelsey Donahue, Crystal Kawai, Eric and Judy Chadwick,, Kyla Ritchey, Shauna Bilyeu, Shayne Hamilton, Sean Wilkins, Stina Lane-Cummings
- Interpreters: Catherine Thomas, Jacki Cline, John Pletcher (CDI)

- **Welcome**

- Welcome -*Marley*
- **Introductions of all attendees**
 - **Vision Statement:** As parent leaders our vision is to cultivate an inclusive group of members that empowers and supports the community of WSD.
 - **Mission Statement:** Our vision will be realized by creating connections and partnerships with the community and advocating for our school and students. Enrichment will be provided through fundraising and hosting events and appreciation projects for our staff and students.
- Next scheduled meeting: October 24th, 6:00pm. This meeting will be held via Zoom, with interpreters provided.
- Parameters for meeting/rules for engagement: *Cynthia*
 - Meetings will be reserved for committee leads to report to the group on project progress or special assignments they are working on.
 - Committees will work independently of the group and with one designated officer. The designated officer will not act as a member of the committee, but rather a resource for information and compliance.
 - Any new business will need to be added to the agenda within two weeks of the posted meeting. This includes any items needed to be voted on for any committee.
 - New Business may be added to the agenda by contacting PSOforWSD@gmail.com.

- **Approval of meeting notes from last meeting**

- Must be passed by $\frac{2}{3}$ majority vote.
- Minutes approved

- **Financial Report**

- Treasurer: -*Heather*
 - Opened a bank account for the PSO at Columbia Credit Union on Aug 18th 2023.
 - Current balance: \$2,110.00**
 - Income: \$673.49 from the T-shirt fundraiser!
 - Expenditure: \$10 for opening the account. We will need to buy more checks later on.
 -
- Ashley wants everyone to know that interpreters are always provided and everyone is welcome on any committee regardless of communication preference or ability to sign

- **Committee Reports**

- Executive
 - Presidential Report -*Ashley*
 - Go over the focus for this year- The vision for this year will be to establish a well staffed committees, and carry out two or three events that will provide enrichment to the students and staff within the WSD community. We will also continue to build this group by word of mouth and noticeable actions that will encourage more parents to become involved in the PSO. My personal goal as your President is to continue moving this group in a forward motion and build on the momentum we have gained over the past two years.
 - Google Survey- The officers worked together to create a google survey and Heather sent it out last week. We had a great response for our first survey with 41 people participating. We officers will go over the results and bring back action items to be voted on at our next meeting.
 - Money from the end of year t-shirt fundraiser is to be spent based on the survey findings, and our commitment to spend the funds on student enrichment. Officers will compile a list of ideas to be voted on by members at our next meeting. Please feel free to email ideas for enrichment to the POS account at psoforwsd@gmail.com.
 - Other executive reports as needed

- Standing Committees

- **Communications** (*volunteers*)

- Lefawne Judy and Marley will continue to be on the committee this year.
- Coordinate all communications from the PSO to the Superintendent appointed person. This committee will work with the volunteer committee to recruit volunteers as needed for any special projects. This committee is responsible for promoting all PSO activities, meetings, events, meeting minutes, flyers, and signed social media content. Partner with WSD multimedia class to create and post content to designated media outlets and support the Superintendents appointed person with the school website. Create email distribution lists and/or newsletters.

- **Teacher Appreciation** (*volunteers*)

- Arrange and coordinate all teacher, staff and student appreciation recognition and events. Recognize the teachers and staff on their birthday with a festive card. Recognize new babies, accomplishments, deaths and heroic efforts, etc. Solicit or plan meal deliveries, beverages (coffee, water, baked goods etc.) for events as needed. Washington State law mandates that appreciation to any one individual NOT be more than \$49.99. This committee will ensure that this law is upheld fully. This committee will report and work directly with the year's current Treasure.
- Eric Chadwick volunteered for this committee.

- **Education-** Bill, Taylor, Shauna

- Only Shauna active on the committee now, nothing to report
- DAW is this week and WSD will have Deaf mountain climbers give a presentation on campus

- **Volunteer** (*volunteers*)

- Coordinates all volunteers for PSO sponsored activities and/or school activities. The Volunteer committee will create and maintain an up to date contact list of volunteers, and the level at which the volunteer would like to participate. This committee will work directly with the WSD volunteer coordinator designated by WSD.

- People who want to volunteer need to fill out a form and give it to Sharon Caton by Oct 11th. A background check is required. This needs to be done every year. Parent volunteers do not have to pay the background check fee.

■ **Fundraising** (*volunteers*)

- Arrange and execute fundraising efforts to support the PSO budget. This committee will work with the Volunteer Committee to recruit volunteers as needed. This committee will advertise merchandise sales in partnership with the Terrier World Store, organize and maintain inventory that belongs to the PSO. This committee will be responsible for advertising ongoing fundraising campaigns, and monitor results of fundraisers. All fundraising must align with the objectives and strategies of the PSO, based on the PSO Mission Statement, Vision and By-laws. The fundraising committee will be responsible for researching all fundraising ideas and opportunities as required by the group and budget.
- Last year the PSO sold T-shirts designed by Dana Miles and that was very successful.
- Elysse and LeFawn'e volunteered for this committee
- Question was asked as to if PSO will have representation at the Homecoming game. Answer: Currently PSO is partnering with Candace, the cheerleading coach.
- Last year merchandise from the Terrier World store was sold at FAN night and the process is pretty simple. Heather will need to be involved in that
- Question was also asked whether we can put out flyers for the Homecoming game at Deaf Expo. Answer: WSD will not have a booth there because it is not school-related. But PSO can have a booth at the Homecoming game. Elysse volunteered to help with that.

■ **Nomination** (*volunteers*)

- A nominating committee of at least three PSO members who are not currently holding office will select candidates for the four offices. No self-nominations are permitted. Additional nominations may be submitted by PSO members to the nominating committee. Nominations are to be presented at the March general meeting to be voted on at the general annual meeting in April.

- **Special- Playground**
 - Elysse, Crystal, Marley, Ashley
 - Design is underway and committee members like the design so far. It has sensory, vision, and physical mobility accessibility, and is all-inclusive for kids with any type of disability
 - Committee would like to have more members

- **Old Business**
 - There is no old business, as this is the first meeting of the new school year.

- **New Business**
 - Present roles for need committees
 - Accept volunteers for needed committees

- **Questions/Comments/Member-led New Business**
- PSO wants more volunteers for committees and will send out flyers to parents
- Question was asked about time commitment for the committees. Answer: Committees work independently of the PSO group so each committee will decide when and how often they meet and what members need to do.
- Question was asked as to how long volunteer appointments last
- Question was asked if the committee descriptions can be sent out via email. Answer: yes they will be sent out with the meeting minutes.
- Q: How do people contact PSO? A: Via email address psoforwsd@gmail.com
- Comment: Looking for a number of people to man the booth at the Homecoming game so that they could switch off, about 4-6 people. Ashley, Danni, Elysse volunteered.
- Q: Is there a way for committees to share out when they have meetings and responsibilities (rotate committee members, etc.)? Answer: opportunity for the volunteer committee to decide on and ask for volunteers.
- Comment on flyer: Want an ASL video for the flyer information. That will be the responsibility of the communications committee and the marketing class can also help out.
- Q: When is the best opportunity to get to know other parents as a new parent? Answer: Homecoming game is the next opportunity, FAN nights, any deaf community events or social media groups. In summer there are Tuesday morning and Wednesday night meet ups. Vancouver DHH Family Playgroup and Vancouver DHH Middle and High School hang out. A goal for the communications committee is to put up events on the PSO website.
- Q: How do residential families make connections with other parents? Answer: Using video phones. A few parents are trying to create more get-togethers.

Time Adjourned: 7:19