

**Bret Harte Middle School  
September 12, 2007  
PTA Meeting**

Topic	Discussion	Action
Introductions	Shawna welcomed the members to the first PA meeting with the beginning of the evening being dedicated to School Site Council. (see SSC meeting minutes). PTA officers were introduced including Michael Pendleton VP, Chris Vernon Treasurer, Misty Garrett Membership. Position still available is secretary and so request to members to support role	Need for secretary.
School Year objectives	Shawna reviewed the school year objectives. Plan to have a timed agenda with meeting lasting 1 ½ hrs max. Meeting agenda will be set to end at 8:15. Request made to members to be timekeeper to stay on time for meetings. Committee/Subgroup report format. Reports will be given by subcommittees by a report format that addresses program, request for support, next steps and needs of subgroup. Input requested Consent calendar will be on the agenda that will include meeting minutes, check approval so that voting can be expedited. Parking lot plan introduced to support questions, comments or statements that may not have been addressed in the meeting. The last 10 minutes will then cover these items so people feel that they get their issues addressed	
Overview of other groups/activities	Document distributed that outlines all the various groups and activities that are here at school. Contact info to these groups/ programs are included	Informational
Summary /Overview of retreat and teachers efforts	An overview of the summer planning retreat was given. This was held the 2 days before registration at Preservation park. It included staff, community and parents. A round robin of the participants ensued regarding value of program including community building of the staff, support to each other, resources, plan for the year, Theme was FOCUS OUR YEAR. Purpose, communication and collaboration. School Improvement Teams were formed that worked on specific issues areas of interest, teams include positive school climate, discipline, professional development, communication parent. Program was organized and staff led. Resource binder was	Informational. Hope to have another one next year

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	provided to staff that was greatly appreciated. Staff felt empowered and were appreciative of the Ms William's work. Everyone felt that the year has started out calmer and quieter. PTA extended support/funds for the improvement teams so that they could submit grants to provide incentives.	PTA will include a budget item for school improvement team grants.
Principal report	We are not getting the SAIT monies due to our 19 increase in our test scores (that is approx. \$132000) We have 837 kids and need 900 but Ms Williams is hopeful. We have one teacher out ill hence a substitute. Back to school night is Sept 19 from 3-7 drop in style so that parents can talk with teachers about the class/ child . This is in response to staff and parents request to change old format. Minimal fights noted. Lunch is working well, though need to for parent patrol was noted. We are down one SSO. Lunch equipment was purchased including ball, double Dutch etc.	Informational  Sept 19 Back to school night  Need for parent patrol
Budget/Money	Shawna reviewed plan for budget committee meeting to create and present a budget for next month. Michael Pendleton will participate on the budget committee. Pam will present an audit next meeting.  Request for approval for the following expenditures was done. MSA done (Ann, Leslie)	Budget will be presented next meeting  Approval of the following checks \$600 Eva La (translation) \$600 Gerarda Gonzalez (translation) \$590 Shawna Brekke Read (magnet/bags) \$610 Sharon Higgins Printing
Programs	Michael presented information on upcoming programs: Spelling bee, math and geography competitions. Members supported application and submission of fees to enroll on programs. Ms. Williams will work on identifying teachers to sponsor programs.  Michael presented opportunity to obtain free t-shirts from Gap that could be printed with Bret Harte, imagine etc. These could be provided at the work day. Members supported idea and Michael will pursue further.	Michael will enroll on spelling bee, geography and math competition with PTA funds. (under \$75 ea) Ms. Williams will identify teachers. Michael will follow up with Gap
Parking lot	Questioned were asked and answered.	No follow up
Meeting adjourned	Meeting was adjourned at 8:20pm. Next meeting is October 12.	Informational

Meeting minutes prepared by Ann Brekke Yungert; minutes approved October 12, 2007