

# Cedaroak Park PTA Meeting Agenda

General Board Meeting  
 Wednesday, December 11, 2024 | 6pm - 7:15pm  
 Location: Cedaroak Park Primary Library

Cedaroak Park Primary  
 PTA Meeting Sign In  
 Date: 12/11/24

First Name	Last Name	Email	Are you a PTA Member?
Susan	Holy	susan.holy@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Ellen	Chamberlain		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Alice	COOMBS		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Charles	Hill		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Lauran	Kimmel	lauran.kimmel@gmail.com	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Margaret	Murphy	wilcoxmae@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Michelle	Prentice	cappta@comcast.net	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Zel	Vandentweel	zeishah@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Meg	Leonard		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Kate	Gales	kateg70@gmail.com	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Tesha	Phillips		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

- 6:00pm Arrive, Check In and Mingle
- 6:05pm Call Meeting to Order.
  - Meeting begins at 6:04pm
- 6:05pm Introductions
- 6:10pm Approval of Minutes (October 2024)
  - Susan H. makes a motion to approve October's meeting minutes
  - Michelle P. seconds
  - All in favor of approving the minutes
- 6:10pm Executive Board Report
- 6:15pm Principals Report
  - Salmon were released today by the 3rd graders (12/10)
  - 4th/5th grade students will be visiting RRMS for a music performance 12/11 (Thurs)
  - Thank you for lunch provided 11/25. We spent time diving into the HMH Reading. They met with the literacy coach to discuss writing techniques

- PJ day is 12/20 and the kids will gather to sing winter songs to welcome in the winter season
- Board meeting was Monday 12/9.
- Walkie talkies have been phased out and we have brought in cell phones to help the staff communicate. This is a more secure and private way for us to communicate. Better protection of student privacy and keep student record in one place
- Kids are gearing up for the Holiday break. Some are excited and some are anxious about being away from friends and teachers for two weeks.

6:25pm

#### Treasurer's Report

- 2023-2024 Audit is complete and ready to submit to Oregon PTA which is part of our annual "In Good Standing" tasks that our PTA has to complete to stay under the umbrella of Oregon PTA, a 501c3.
- Big expenses in October and November
  - Monster Mash (not a money making event)
  - Hospitality (lunch provided during Thanksgiving break)
  - Deposit made at OGC for 2025 Auction
- Expenses coming up
  - Holiday Gift for teachers/staff/bus drivers
  - Lunch provided on Wed. 12/18 and Breakfast on 12/20 before Holiday Break
  - OMSI night on January 27th - splitting the cost with Bolton
  - Donation to Susan G. Komen (in honor of our neighbor Dick W.) and Dolly Parton Imagination Library

6:30pm

#### Committee News

#### For Discussion

- Library Giving Tree
  - The Library Giving Tree is on through December 13. Access the wishlist and purchase books for the library here:  
<https://www.amazon.com/registries/gl/guest-view/1T3UQN3V4YA46>
  - Wiggle room to continue to order books but it may get taken down later next week so books will not arrive when no one is in the office
- Dine Out
  - Eldens December 18th, 4-8pm
  - Killer Burger February 4-8pm, donating 15% of proceeds
  - Spectator Pizza in March, details TBD
  - Dine Out Applications are in for McMenamins (WL), California Pizza Kitchen, and email to Mapel Boutique
- PJ Party and Movie Night
  - Scheduled for Jan 24 - **CHANGE TO FEBRUARY 7th**

- Need volunteer to lead the charge on picking movie - **NEED** - **Volunteer need to help administer the vote**
- Need a few volunteers to be at the door and help with cleanup **NEED - volunteers 5-6 for cleanup**
- 
- Auction
  - **DATE HAS BEEN CHANGED to April 11, 2024**
- Small School Task Force
  - Update
  - **Cease and desist letter was sent to the district regarding the SSTF due to the meetings not being made public. There were two options for the district in regards to the SSTF and ultimately, it was decided to disband the organization before an official report could be submitted to the LRPC**
  - **Rachel, Tracy and Amy, Cedaroak's SSTF representatives, are submitting a report to the LRPC and the board as private individuals NOT SSTF members on Tuesday, December 17th**
  - **LRPC is meeting December 18th at 6pm. No agenda but it's assumed that they will have the info to discuss regarding SSTF, school closure topic, etc. An agenda should be available soon.**
  - **January 13th is the WLWV Board Meeting. Zeil encourages all to attend this meeting to listen and make comments.**
  - **Meg believes that they will be voting January 27th on the school closure matter.**
  - **Meg will look into how community/school members can be a part of the bond summit that will come later in the Winter/early Spring**

#### **Discussion if needed**

- Garden Tastings
  - Planning now for the next garden tasting before holiday break.
    - **Monday, December 16th is the next one and it's purple cabbage**
- Hospitality
  - We will be treating staff to a baked potato bar on Wed. Dec 18th and breakfast on Friday, Dec. 20th. A SignUp for the baked potato bar will be available soon to sign up for sides to keep it low lift for the parent community to participate
- Sustainability

- Please see the printed recycling guide. Would love for people to keep this posted on their fridge at home!
- Chipper Chair
  - Costume has 5'8" height limit
- PTA Board Search
  - Note that we are seeking replacements for Treasurer and Secretary board positions for next year. We need a nomination committee composed of 3 volunteers to lead finding people for these roles.

7:05pm

#### New Business

- Request to hold PTA meetings online. We will trial it in January and see how many people attend
- PTA is donating \$500 to the Susan G. Komen Foundation in honor of Dick Whiitanen and \$500 to the Dolly Parton Imagination Library

#### 2024-2025 Planning Calendar

##### December

- 6 - Community Coffee
- 11 - PTA Meeting - 6:00 PM
- 16 - Fresh food tasting
- 18 - Eldens Dine Out (4-8pm)
- 20 - PJ Spirit Day
- 23-31 - No School for Students
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##### January

- 1-6 - No School for Students
- 8 - PTA Meeting - 6:00 PM (POTENTIALLY SHIFT TO FOLLOWING WEEK)
- 10 - Community Coffee hosted by 2nd Grade
- 13 - School Board Meeting, 6pm
- 20 - MLK Day, No School for Staff or Students
- 24 - PJ Party and Movie Night (need volunteers) **CHANGE TO FEB. 7th**
- 27 - No School for Students
- 27 - OMSI Family Science Night

7:15 Meeting Adjourned - Thank you! **MEETING ADJOURNED at 6:51**

## Committees and Chairs

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### **Garden Chair**

To work in collaboration with Helena Kilstrom at CREST.

Ashley Quach  
hello.ashleyquach@gmail.com

### **Garden Tastings**

Kate Gales  
kateg70@gmail.com

### **Sustainability Chair**

**Chair Help Needed for 24-25 school year**

Emily Silverstein  
[esilverstein3@gmail.com](mailto:esilverstein3@gmail.com)  
Tracy Johnson  
johnson.tracya@gmail.com

### **Art Literacy Chair**

Emily Carney and Tami Brandenburg  
[copptasecretary@gmail.com](mailto:copptasecretary@gmail.com) and  
tamibrandenburg@comcast.net

### **Hospitality Co-Chairs**

Michelle Prentice  
mlrprentice@gmail.com  
Susan Hurley  
susan.hurley@gmail.com

### **Membership Chair**

**Chair(s) Needed for 24-25 school year**

### **Directory Chair**

Zeil Vanden Heuvel  
zeilshah@gmail.com

### **Spirit Wear Chair**

Cassie Holliday  
cholliday3030@gmail.com

### **Yearbook Chair**

Neely Daggett  
neely.daggett@gmail.com

### **Communications Chair**

Allie Coombs  
alliecoombs87@gmail.com

**New PTA Board Chair (3)**

Recruit open PTA 2025-2027 positions  
(Treasurer, Secretary)

### **Dine Out Chair**

Margaret Murphy  
Lauren Kimmel  
laurenkimmel@gmail.com

### **2025 Auction**

Matt DeWolf  
matthew.dewolf@gmail.com  
Megan Fisher  
mkfisher04@gmail.com

### **Squirrel Dash Co-Chairs**

Liz Johnson  
elizabethjohnson.mail@gmail.com  
Michelle Prentice  
mlrprentice@gmail.com

### **Halloween Costume Swap Chair**

Tasha Phillips  
drtashaphillips@gmail.com

### **Monster Mash Co-Chairs**

Ashley Quach  
hello.ashleyquach@gmail.com  
Nicole Schulmerich  
Nicoleschulmerich@gmail.com

### **Food/Community Drive Chair**

**Chair(s) Needed for 24-25 school year**

### **STEAM / Science Fair Chair**

**Chair(s) Needed for 24-25 school year**

### **5th Grade Graduation Chair**

**Chair(s) Needed for 24-25 school year**

### **Chipper Chair**

**5ft, 8in High Limit**

**Chair(s) Needed for 24-25 school year**

Erin Keller

### **Library Giving Tree Chair**

Shaheen Munir-McHill  
snmunir@gmail.com

### **Volunteer Chair**

Danielle Cassidy

cassidydanielle@gmail.com